

EXHIBIT G

Detailed Time Records for Marchand ICS Group

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from October 1 to October 31, 2020

Detail of Conference Calls and Project Meetings

Date	Staff	Description	Hours	Rate	Value (\$)
10/1/2020	Jorge Marchand	Conference call with the MICS team, to review the first Google Ads campaign report sent by FTL.	0.60	175.00	105.00
10/1/2020	Male Noguera	Conference call with the MICS team, to review the first Google Ads campaign report sent by FTL.	0.60	95.00	57.00
10/1/2020	María Schell	Conference call with the MICS team, to review the first Google Ads campaign report sent by FTL.	0.60	110.00	66.00
10/1/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss content for the radio program [REDACTED] #32.	1.00	175.00	175.00
10/1/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss content for the radio program [REDACTED] #32.	1.00	110.00	110.00
10/1/2020	Male Noguera	Conference call with María Schell, to discuss about the Google Ads report.	0.40	95.00	38.00
10/1/2020	María Schell	Conference call with Male Noguera, to discuss about the Google Ads report.	0.40	110.00	44.00
10/2/2020	Jorge Marchand	Conference call with Carmen Núñez, to present and discuss projects status, and review content for the radio program.	0.60	175.00	105.00
10/5/2020	Jorge Marchand	Conference call with the MICS team, to discuss status of new content development for publication on the ORC digital platforms.	0.40	175.00	70.00
10/5/2020	María Schell	Conference call with the MICS team, to discuss status of new content development for publication on the ORC digital platforms.	0.40	110.00	44.00
10/6/2020	Jorge Marchand	Participate on the ORC professionals weekly status conference call.	0.80	175.00	140.00
10/6/2020	María Schell	Participate on the ORC professionals weekly status conference call.	0.80	110.00	88.00
10/6/2020	Jorge Marchand	Conference call with Male Noguera, to discuss and review the updated metrics for the pension [REDACTED] calculator.	0.30	175.00	52.50
10/6/2020	Male Noguera	Conference call with Jorge Marchand, to discuss and review the updated metrics for the pension [REDACTED] calculator.	0.30	95.00	28.50
10/6/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the [REDACTED] news article: [REDACTED]	0.50	175.00	87.50
10/6/2020	María Schell	Conference call with the MICS team, to discuss about the [REDACTED] news article: [REDACTED]	0.50	110.00	55.00
10/7/2020	Jorge Marchand	Conference call with the MICS team, to discuss content for the radio show.	0.20	175.00	35.00
10/7/2020	María Schell	Conference call with the MICS team, to discuss content for the radio show.	0.20	110.00	22.00
10/8/2020	Jorge Marchand	Conference call with the MICS and Bennazar team, to discuss content for the radio program [REDACTED] #33.	1.00	175.00	175.00
10/8/2020	María Schell	Conference call with the MICS and Bennazar team, to discuss content for the radio program [REDACTED] #33.	1.00	110.00	110.00
10/9/2020	Jorge Marchand	Conference call with the MICS team, to discuss project status report, calculator phase two, and webpage phase two.	0.80	175.00	140.00
10/9/2020	Male Noguera	Conference call with the MICS team, to discuss project status report, calculator phase two, and webpage phase two.	0.80	95.00	76.00

10/9/2020	Jorge Marchand	Extraordinary call with COR members and professionals from MICS, Segal, Jenner, FTI, Global, and Bennazar, to discuss [REDACTED] [REDACTED] [REDACTED]	2.50	175.00	437.50
10/9/2020	Male Noguera	Extraordinary call with COR members and professionals from MICS, Segal, Jenner, FTI, Global, and Bennazar, to discuss [REDACTED] [REDACTED] [REDACTED]	2.50	95.00	237.50
10/9/2020	María Schell	Extraordinary call with COR members and professionals from MICS, Segal, Jenner, FTI, Global, and Bennazar, to discuss [REDACTED] [REDACTED] [REDACTED]	2.50	110.00	275.00
10/12/2020	Jorge Marchand	Participate on the ORC professionals team weekly conference call.	1.00	175.00	175.00
10/13/2020	Jorge Marchand	Conference call with the MICS team, to go over the website homepage optimizations, and discuss weekly calculator statistics, performance and future promotion ideas.	1.40	175.00	245.00
10/13/2020	Male Noguera	Conference call with the MICS team, to go over the website homepage optimizations, and discuss weekly calculator statistics, performance and future promotion ideas.	1.40	95.00	133.00
10/13/2020	María Schell	Conference call with the MICS team, to go over the website homepage optimizations, and discuss weekly calculator statistics, performance and future promotion ideas.	1.40	110.00	154.00
10/13/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss content for radio program [REDACTED] and evaluate the results and next steps, after the COR official meeting on 10/9/2020.	1.20	175.00	210.00
10/13/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss content for radio program [REDACTED] and evaluate the results and next steps, after the COR official meeting on 10/9/2020.	1.20	110.00	132.00
10/13/2020	Jorge Marchand	Participate in the professionals weekly status conference call.	1.00	175.00	175.00
10/14/2020	Jorge Marchand	Follow up conference call with the MICS team, to go over the website optimizations (sections: Who are We, Agreement).	1.00	175.00	175.00
10/14/2020	Male Noguera	Follow up conference call with the MICS team, to go over the website optimizations (sections: Who are We, Agreement).	1.00	95.00	95.00
10/14/2020	María Schell	Follow up conference call with the MICS team, to go over the website optimizations (sections: Who are We, Agreement).	1.00	110.00	110.00
10/14/2020	Jorge Marchand	Conference call with Miguel Fabre, and the MICS and Bennazar teams, to present the analysis and recommendations about the recent COR meeting, and discuss the radio show recording schedule.	0.80	175.00	140.00
10/14/2020	María Schell	Conference call with Miguel Fabre, and the MICS and Bennazar teams, to present the analysis and recommendations about the recent COR meeting, and discuss the radio show recording schedule.	0.80	110.00	88.00
10/15/2020	Male Noguera	Call with María Schell, to revise some of the optimizations done to the English version of the COR's website.	0.40	95.00	38.00

10/15/2020	María Schell	Call with Male Noguera, to revise some of the optimizations done to the English version of the COR's website.	0.40	110.00	44.00
10/15/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss content development and topics suggestions for the radio program #34. Discuss other issues: [REDACTED] [REDACTED]	1.00	175.00	175.00
10/15/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss content development and topics suggestions for the radio program #34. Discuss other issues: [REDACTED] [REDACTED]	1.00	110.00	110.00
10/17/2020	Male Noguera	Conference call with María Schell, to go over the Frequently Asked Questions that need to be translated for the website's English version.	0.20	95.00	19.00
10/17/2020	María Schell	Conference call with Male Noguera, to go over the Frequently Asked Questions that need to be translated for the website's English version.	0.20	110.00	22.00
10/19/2020	Jorge Marchand	Conference call with the MICS team, to discuss and review the radio program #34 [REDACTED] other content development, and recent media articles.	1.60	175.00	280.00
10/19/2020	María Schell	Conference call with the MICS team, to discuss and review the radio program #34 [REDACTED] other content development, and recent media articles.	1.60	110.00	176.00
10/19/2020	Jorge Marchand	Conference call with the MICS team, to review the status of the webpage phase 2 and its English translation update, the Calculator phase 2 update of recommendations presented to the Segal team; review and analyze digital platforms conversations.	0.50	175.00	87.50
10/19/2020	Male Noguera	Conference call with the MICS team, to review the status of the webpage phase 2 and its English translation update, the Calculator phase 2 update of recommendations presented to the Segal team; review and analyze digital platforms conversations.	0.50	95.00	47.50
10/19/2020	Jorge Marchand	Conference call with Carmen Núñez, to discuss her upcoming participation on the radio program, and discuss status of projects.	0.40	175.00	70.00
10/19/2020	María Schell	Participate in the professionals weekly status conference call.	0.80	110.00	88.00
10/20/2020	Jorge Marchand	Conference call with the MICS team, to discuss revisions and edits to the radio program [REDACTED] #34.	0.50	175.00	87.50
10/20/2020	María Schell	Conference call with the MICS team, to discuss revisions and edits to the radio program [REDACTED] #34.	0.50	110.00	55.00
10/20/2020	María Schell	Conference call with Carmen Núñez, to discuss about the radio program [REDACTED] #34.	0.30	110.00	33.00
10/20/2020	María Schell	Conference call with Francisco del Castillo, to discuss about the radio program [REDACTED] #34.	0.10	110.00	11.00
10/21/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the Calculator phase 2 revisions.	0.40	175.00	70.00
10/21/2020	Male Noguera	Conference call with the MICS team, to discuss about the Calculator phase 2 revisions.	0.40	95.00	38.00
10/21/2020	María Schell	Conference call with the MICS team, to discuss about the Calculator phase 2 revisions.	0.40	110.00	44.00

10/21/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss next COR meeting subjects, the webpage phase 2 approval of English final version (agree to relaunch after meeting of 10/28/2020), and discuss about the radio program [REDACTED]	0.80	175.00	140.00
10/21/2020	Male Noguera	Conference call with the MICS and Bennazar teams, to discuss next COR meeting subjects, the webpage phase 2 approval of English final version (agree to relaunch after meeting of 10/28/2020), and discuss about the radio program [REDACTED]	0.80	95.00	76.00
10/21/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss next COR meeting subjects, the webpage phase 2 approval of English final version (agree to relaunch after meeting of 10/28/2020), and discuss about the radio program [REDACTED]	0.80	110.00	88.00
10/21/2020	Jorge Marchand	Conference call with [REDACTED] [REDACTED] [REDACTED].	0.40	175.00	70.00
10/21/2020	Jorge Marchand	Conference call with Carmen Núñez, to discuss the proposed agenda for the upcoming communications sub committee meeting.	0.50	175.00	87.50
10/23/2020	María Schell	Conference call with Francisco del Castillo and Héctor Mayol, to discuss about the radio program [REDACTED] #35.	0.90	110.00	99.00
10/23/2020	Male Noguera	Conference call with the MICS team, to discuss about the status of projects.	0.10	95.00	9.50
10/23/2020	María Schell	Conference call with the MICS team, to discuss about the status of projects.	0.10	110.00	11.00
10/26/2020	Jorge Marchand	Participate on the professionals weekly status conference call.	0.50	175.00	87.50
10/27/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss the agenda for next COR meeting, the radio program #35 topics, and [REDACTED] [REDACTED].	1.30	175.00	227.50
10/27/2020	Male Noguera	Conference call with the MICS and Bennazar teams, to discuss the agenda for next COR meeting, the radio program #35 topics, and t [REDACTED] [REDACTED]	1.30	95.00	123.50
10/27/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss the agenda for next COR meeting, the radio program #35 topics, and [REDACTED] [REDACTED]	1.30	110.00	143.00
10/27/2020	Jorge Marchand	Conference call with Carmen Núñez, to review the radio program [REDACTED]	0.20	175.00	35.00
10/28/2020	Jorge Marchand	Participate on the ORC's communications sub committee meeting, to discuss [REDACTED] [REDACTED] [REDACTED].	2.00	175.00	350.00
10/28/2020	Male Noguera	Participate on the ORC's communications sub committee meeting, to discuss [REDACTED] [REDACTED] [REDACTED]	2.00	95.00	190.00
10/28/2020	María Schell	Participate on the ORC's communications sub committee meeting, to discuss [REDACTED] [REDACTED] [REDACTED]	2.00	110.00	220.00

10/29/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the calculator webpage issues, analyze and discuss [REDACTED]	0.30	175.00	52.50
10/29/2020	Male Noguera	Conference call with the MICS team, to discuss about the calculator webpage issues, analyze and discuss [REDACTED]	0.30	95.00	28.50
10/29/2020	María Schell	Conference call with the MICS team, to discuss about the calculator webpage issues, analyze and discuss [REDACTED]	0.30	110.00	33.00
10/29/2020	Jorge Marchand	Conference call with the MICS and Bennazar team, to discuss how to improve the calculator [REDACTED]	0.70	175.00	122.50
10/29/2020	María Schell	Conference call with the MICS and Bennazar team, to discuss how to improve the calculator [REDACTED]	0.70	110.00	77.00
10/29/2020	Male Noguera	Conference call with the MICS and Bennazar team, to discuss how to improve the calculator [REDACTED]	0.70	95.00	66.50
10/30/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss about the FOMB's public meeting and to determine next step actions to inform COR members.	0.50	175.00	87.50
10/30/2020	Male Noguera	Conference call with the MICS and Bennazar teams, to discuss about the FOMB's public meeting and to determine next step actions to inform COR members.	0.50	95.00	47.50
10/30/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss about the FOMB's public meeting and to determine next step actions to inform COR members.	0.50	110.00	55.00
10/30/2020	Jorge Marchand	Conference call with Robert Gordon from Jenner, and the local team, regarding FOMB's public meeting [REDACTED]	0.50	175.00	87.50
10/30/2020	Jorge Marchand	Conference call with Miguel Fabre, and the MICS and Bennazar teams, to discuss about the FOMB's meeting, and develop talking points for COR members.	0.50	175.00	87.50
10/30/2020	María Schell	Conference call with Miguel Fabre, and the MICS and Bennazar teams, to discuss about the FOMB's meeting, and develop talking points for COR members.	0.50	110.00	55.00
10/30/2020	Jorge Marchand	Conference call with Edward Zayas from the FOMB communications team, to discuss recent issues.	0.30	175.00	52.50
10/30/2020	María Schell	Conference call with Francisco del Castillo, to discuss on the FOMB meeting [REDACTED]	0.10	110.00	11.00
10/30/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the talking point for COR members, and the FOMB meeting.	0.70	175.00	122.50
10/30/2020	María Schell	Conference call with the MICS team, to discuss about the talking point for COR members, and the FOMB meeting.	0.70	110.00	77.00
			67.90	9,121.50	

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	-	125.00	-
Jorge Marchand	28.70	175.00	5,022.50
Male Noguera	14.20	95.00	1,349.00
María Schell	25.00	110.00	2,750.00
	67.90		9,121.50

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from October 1 to October 31, 2020

Detail of Content and Material Development and Project Management

Date	Staff	Description	Hours	Rate	Value (\$)
10/1/2020	Jorge Marchand	Work on content development, and topic research, for the radio program #32.	0.90	175.00	157.50
10/1/2020	Jorge Marchand	Work on research and analysis of recent conversations, and questions received through the ORC digital platforms.	0.60	175.00	105.00
10/1/2020	Jorge Marchand	Work on revisions and analysis of Google Ad metrics, and content development.	1.40	175.00	245.00
10/1/2020	Jorge Marchand	Participate on the radio program pre production and recording.	1.30	175.00	227.50
10/1/2020	María Schell	Work on content research for the radio program [REDACTED] #32.	1.00	110.00	110.00
10/2/2020	Jorge Marchand	Work with the MICS team, to analyze and discuss questions received through the ORC digital platforms.	0.80	175.00	140.00
10/2/2020	Male Noguera	Work with the MICS team, to analyze and discuss questions received through the ORC digital platforms.	0.80	95.00	76.00
10/2/2020	María Schell	Work with the MICS team, to analyze and discuss questions received through the ORC digital platforms.	0.80	110.00	88.00
10/2/2020	Jorge Marchand	Work on content development, and research, to define topics to be discussed in the upcoming COR members meeting on 10/9.	1.40	175.00	245.00
10/2/2020	Jorge Marchand	Work on media monitoring and research [REDACTED]	0.30	175.00	52.50
10/2/2020	María Schell	Work on content research for the radio program [REDACTED] #32.	2.40	110.00	264.00
10/2/2020	María Schell	Work on content development, revisions and edits to the radio program [REDACTED] #32.	3.80	110.00	418.00
10/2/2020	Male Noguera	Communication with Amy Timmons from Segal, to announce the start of Google Ads and to request adding traffic metrics on the calculator statistics weekly report.	0.20	95.00	19.00
10/2/2020	Male Noguera	Communication with Lauren Smotkin, to clarify specific doubts regarding the first Google Ads campaign monthly report: budget assigned to each campaign and performance of Google Ads versus Google Display Ads.	0.40	95.00	38.00
10/3/2020	María Schell	Work on content development, revisions and edits to the radio program [REDACTED] #32.	2.50	110.00	275.00
10/5/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.30	175.00	52.50
10/5/2020	Jorge Marchand	Work on review and analysis of [REDACTED] article [REDACTED]	0.80	175.00	140.00
10/5/2020	Jorge Marchand	Work with María Schell on media monitoring, [REDACTED]	0.40	175.00	70.00
10/5/2020	María Schell	Work with Jorge Marchand on media monitoring, [REDACTED]	0.40	110.00	44.00
10/5/2020	Jorge Marchand	Work with the MICS team on media monitoring, [REDACTED]	0.40	175.00	70.00

10/5/2020	María Schell	Work with the MICS team on media monitoring, [REDACTED] [REDACTED].	0.40	110.00	44.00
10/5/2020	Jorge Marchand	Work with the MICS team, to discuss and edit the radio program [REDACTED]	0.60	175.00	105.00
10/5/2020	Jorge Marchand	Communication with the MICS and Bennazar teams, to discuss content development and editing for the radio program [REDACTED]	0.20	175.00	35.00
10/5/2020	María Schell	Work on content revisions and edits on the radio program [REDACTED] #32.	1.00	110.00	110.00
10/5/2020	María Schell	Work on content translation of the PWPT presentation for the upcoming COR meeting.	7.20	110.00	792.00
10/6/2020	María Schell	Work on content development [REDACTED].	0.70	110.00	77.00
10/6/2020	María Schell	Work on content edits and revisions, for the radio program [REDACTED] #32.	0.60	110.00	66.00
10/6/2020	Jorge Marchand	Communication with the MICS team, to discuss about the webpage update and renovation status, and next steps.	0.30	175.00	52.50
10/6/2020	Jorge Marchand	Communication with Francisco del Castillo from the Bennazar team, to coordinate details on the upcoming meeting on 10/9.	0.20	175.00	35.00
10/6/2020	Jorge Marchand	Work on media monitoring and analysis of news and articles, [REDACTED] [REDACTED].	0.70	175.00	122.50
10/6/2020	Jorge Marchand	Work on content development, revisions, and edits, preparing a letter [REDACTED] [REDACTED].	1.30	175.00	227.50
10/6/2020	Jorge Marchand	Work on final revisions and edits to the radio program [REDACTED] #32.	0.80	175.00	140.00
10/6/2020	María Schell	Continue working on the translation of the PWPT presentation to COR members on the upcoming meeting.	6.00	110.00	660.00
10/7/2020	Jorge Marchand	Media monitoring on local press, [REDACTED] [REDACTED]t.	0.50	175.00	87.50
10/7/2020	María Schell	Work on content revisions and edits [REDACTED] letter [REDACTED] [REDACTED].	0.80	110.00	88.00
10/7/2020	Jorge Marchand	Work with the MICS and Bennazar teams on final revisions to [REDACTED] letter [REDACTED]	1.20	175.00	210.00
10/7/2020	Jorge Marchand	Communication [REDACTED] [REDACTED] to send the letter [REDACTED] by Miguel Fabre.	0.20	175.00	35.00
10/7/2020	Jorge Marchand	Participate on the ORC radio program #32 recording, and post production editing process.	1.50	175.00	262.50
10/7/2020	Jorge Marchand	Work on media monitoring, [REDACTED] [REDACTED] [REDACTED].	0.60	175.00	105.00
10/7/2020	Jorge Marchand	Work with the MICS and Bennazar teams, to research and analyze news, [REDACTED] [REDACTED].	1.40	175.00	245.00
10/8/2020	Jorge Marchand	Work on media monitoring (radio, TV, and press), [REDACTED] [REDACTED].	0.60	175.00	105.00
10/9/2020	Jorge Marchand	Communication with the MICS, Bennazar and Jenner teams, to discuss news and articles [REDACTED] [REDACTED].	0.40	175.00	70.00
10/9/2020	Jorge Marchand	Additional media monitoring (radio, TV, and press) [REDACTED] [REDACTED].	1.00	175.00	175.00

10/9/2020	Jorge Marchand	Media monitoring [REDACTED] [REDACTED]	1.20	175.00	210.00
10/10/2020	María Schell	Work on content development for the radio program [REDACTED] #33.	0.50	110.00	55.00
10/11/2020	María Schell	Work in content development, research, revisions and edits to the radio program [REDACTED] #33.	7.00	110.00	770.00
10/13/2020	Jorge Marchand	Work with the MICS team on status report and projects, and develop message and post for digital platforms [REDACTED] [REDACTED]	0.80	175.00	140.00
10/13/2020	Male Noguera	Work with the MICS team on status report and projects, and develop message and post for digital platforms [REDACTED] [REDACTED]	0.80	95.00	76.00
10/13/2020	Jorge Marchand	Work with the MICS team on webpage activity analysis, review and edit the webpage phase 2 content.	1.60	175.00	280.00
10/13/2020	Male Noguera	Work with the MICS team on webpage activity analysis, review and edit the webpage phase 2 content.	1.60	95.00	152.00
10/13/2020	María Schell	Work with the MICS team on webpage activity analysis, review and edit the webpage phase 2 content.	1.60	110.00	176.00
10/13/2020	Jorge Marchand	Communication with Male Noguera, to discuss about the weekly calculator metrics analysis.	0.30	175.00	52.50
10/13/2020	Jorge Marchand	Work with Male Noguera on content development, review and edits to the Calculator homepage texts.	0.90	175.00	157.50
10/13/2020	Male Noguera	Work with Jorge Marchand on content development, review and edits to the Calculator homepage texts.	0.90	95.00	85.50
10/14/2020	Jorge Marchand	Media monitoring and analysis for news and articles related to the ORC.	0.60	175.00	105.00
10/14/2020	Jorge Marchand	Work on research and analysis of a news article [REDACTED] [REDACTED]	0.40	175.00	70.00
10/14/2020	Jorge Marchand	Work on content research, study and review of the webpage phase 2.	0.50	175.00	87.50
10/14/2020	Jorge Marchand	Work on content develop and revisions, to deliver answers to recent questions received through the ORC digital platforms, [REDACTED]	0.60	175.00	105.00
10/15/2020	María Schell	Work on content research for the radio program [REDACTED] #34.	1.80	110.00	198.00
10/15/2020	Jorge Marchand	Work on content development for suggested topics for the radio program [REDACTED] #34.	0.70	175.00	122.50
10/15/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.40	175.00	70.00
10/15/2020	Jorge Marchand	Work with MNO on revisions to the ORC webpage, to the English and Spanish versions and adaptations.	0.50	175.00	87.50
10/15/2020	María Schell	Work on media monitoring, for news [REDACTED] [REDACTED]	1.00	110.00	110.00
10/18/2020	María Schell	Work on content development, revisions and edits to the radio program [REDACTED] #34.	5.80	110.00	638.00
10/19/2020	Jorge Marchand	Communication with Pedro Adrover, to discuss the future recording schedule and plan, to update the radio program agreement.	0.80	175.00	140.00
10/19/2020	Jorge Marchand	Work on content revisions and edits, to the radio program [REDACTED] #34.	0.70	175.00	122.50
10/19/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.40	175.00	70.00
10/19/2020	María Schell	Work on content development and revisions to the radio program [REDACTED] #34.	2.40	110.00	264.00
10/20/2020	María Schell	Work on content research for the radio program [REDACTED] #35.	1.50	110.00	165.00

10/20/2020	Jorge Marchand	Work on content revisions and edits to the radio program [REDACTED]	0.60	175.00	105.00
10/20/2020	Jorge Marchand	Work with the MICS team, to coordinate details on the upcoming COR official meeting for 11/13.	0.30	175.00	52.50
10/20/2020	María Schell	Work on revisions and edits to the webpage phase 2 content.	3.70	110.00	407.00
10/21/2020	Jorge Marchand	Work on content development and preparation of a proposed agenda for the upcoming communications subcommittee meeting on 10/28/2020.	0.30	175.00	52.50
10/21/2020	Jorge Marchand	Participate on the radio program pre production and recording.	1.40	175.00	245.00
10/21/2020	María Schell	Work on revisions and edits to the calculator website Phase 2 update.	0.60	110.00	66.00
10/21/2020	María Schell	Work on content development and analysis, in preparation for the upcoming COR meeting.	0.90	110.00	99.00
10/23/2020	Jorge Marchand	Work on content revisions and edits to the radio program [REDACTED]	0.40	175.00	70.00
10/23/2020	Jorge Marchand	Communication with the MICS team, to discuss suggestions to answer questions received through the ORC.	0.30	175.00	52.50
10/23/2020	María Schell	Communication with the MICS and Bennazar teams, to discuss about the list of topics for the radio program [REDACTED] #35.	0.80	110.00	88.00
10/26/2020	María Schell	Work on media monitoring regarding news and articles [REDACTED]	0.80	110.00	88.00
10/26/2020	Jorge Marchand	Communication with the MICS and Bennazar teams, to discuss details about the upcoming communications subcommittee meeting, and distribution of final agenda and Zoom meeting links.	0.20	175.00	35.00
10/26/2020	Jorge Marchand	Work on content development and suggested topics for the radio program [REDACTED]	0.40	175.00	70.00
10/26/2020	Jorge Marchand	Work with the MICS team on content revisions and edits, for publication on the ORC digital platforms.	0.30	175.00	52.50
10/26/2020	Male Noguera	Work with the MICS team on content revisions and edits, for publication on the ORC digital platforms.	0.30	95.00	28.50
10/26/2020	Male Noguera	Prepare document, to be sent to Amy Timmons form Segal, with observations, revisions and requests for the Calculator Phase Two.	0.70	95.00	66.50
10/26/2020	Jorge Marchand	Media monitoring for news and articles related to the ORC.	0.50	175.00	87.50
10/26/2020	Jorge Marchand	Work on research and monitoring [REDACTED]	0.40	175.00	70.00
10/27/2020	Jorge Marchand	Work on media monitoring and analysis [REDACTED]	0.60	175.00	105.00
10/27/2020	Jorge Marchand	Work on content revisions and edits to the radio program [REDACTED] #35.	0.80	175.00	140.00
10/27/2020	Jorge Marchand	Follow up communication with all COR members, to discuss details for the upcoming meeting.	0.90	175.00	157.50
10/27/2020	María Schell	Work on content research and development for the radio program [REDACTED] #35.	3.70	110.00	407.00
10/27/2020	María Schell	Work on content development and edits to the talking points [REDACTED]	1.50	110.00	165.00
10/27/2020	Jorge Marchand	Work on content development, revisions, and edits [REDACTED]	0.70	175.00	122.50
10/27/2020	Jorge Marchand	Work with the Bennazar team, to elaborate presentation for the upcoming COR meeting.	0.50	175.00	87.50

10/27/2020	María Schell	Work on additional research and content development [REDACTED]	0.80	110.00	88.00
10/27/2020	María Schell	Work on content development, revisions and edits for the radio program [REDACTED] #35.	2.80	110.00	308.00
10/28/2020	Jorge Marchand	Work on media monitoring, regarding issues [REDACTED]	0.80	175.00	140.00
10/28/2020	Jorge Marchand	Work on final revisions to the radio program [REDACTED] #35.	0.50	175.00	87.50
10/28/2020	María Schell	Prepare summary notes for distribution to COR members and the professionals team, on the recent meeting key topics discussed.	1.50	110.00	165.00
10/28/2020	María Schell	Work on the translation of Robert Gordon's email to the COR members.	1.00	110.00	110.00
10/28/2020	Male Noguera	Work on updates to the website and calculator, in preparation for meeting with COR members.	1.30	95.00	123.50
10/28/2020	Male Noguera	Communication with Committee members, to indicate and report on the optimizations done to the COR's website, including detailed information of the updates and the respective links.	0.70	95.00	66.50
10/29/2020	María Schell	Media monitoring on news and articles regarding [REDACTED]	0.80	110.00	88.00
10/29/2020	María Schell	Work on content development and revisions to the talking points [REDACTED].	1.10	110.00	121.00
10/29/2020	Jorge Marchand	Work on media monitoring, regarding [REDACTED]	0.80	175.00	140.00
10/29/2020	Jorge Marchand	Work on final revisions and distribution [REDACTED] for COR members.	0.60	175.00	105.00
10/29/2020	María Schell	Participate on the pre production and recording of the radio program.	1.40	110.00	154.00
10/29/2020	Male Noguera	Communication with Amy Timmons from Segal, to discuss a new revision needed to be done to the calculator's monthly formula.	0.50	95.00	47.50
10/30/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.40	175.00	70.00
10/30/2020	Jorge Marchand	Work on research and analysis [REDACTED]	0.70	175.00	122.50
10/30/2020	Jorge Marchand	Work on research and analysis of news and articles [REDACTED].	0.40	175.00	70.00
10/30/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.40	175.00	70.00
10/30/2020	María Schell	Work on media monitoring, [REDACTED]	3.60	110.00	396.00
10/30/2020	Male Noguera	Communication with Amy Timmons from Segal, to share directions discussed on how to improve the monthly results for Phase 2 of the calculator.	0.40	95.00	38.00
10/30/2020	Male Noguera	Prepare a conversation summary/report about the Facebook Ads campaigns: Calculator and Registration promoted from September to October.	1.80	95.00	171.00
10/30/2020	Male Noguera	Communication with COR members, to send copy of radio show #35 audio [REDACTED]	0.30	95.00	28.50
10/31/2020	María Schell	Work on the translation of Robert Gordon's message to COR members.	1.00	110.00	110.00

129.60

16,936.00

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	-	125.00	-
Jorge Marchand	43.70	175.00	7,647.50
Male Noguera	10.70	95.00	1,016.50
María Schell	75.20	110.00	8,272.00
	<u>129.60</u>		<u>16,936.00</u>

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from October 1 to October 31, 2020

Detail of Content and Material Development for the Media Platforms and Media Management

Date	Staff	Description	Hours	Rate	Value (\$)
10/1/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
10/1/2020	Male Noguera	Website (Spanish version) revisions, to update and refresh its content and design, specifically the sections: Homepage, Who We Are, Agreement, Frequently Asked Questions.	7.80	95.00	741.00
10/2/2020	Male Noguera	Facebook page conversation management and monitoring.	1.40	95.00	133.00
10/2/2020	Male Noguera	Upload #31 recording of radio show to the COR's website.	0.40	95.00	38.00
10/2/2020	Male Noguera	Check COR's email platform and manage emails received.	0.30	95.00	28.50
10/3/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
10/4/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
10/5/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
10/5/2020	Male Noguera	Facebook page posting.	0.10	95.00	9.50
10/5/2020	Male Noguera	Continue website (Spanish version) revisions to update and refresh its content and design, specifically the sections: Homepage, Who We Are, Agreement, Frequently Asked Questions.	4.20	95.00	399.00
10/6/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
10/6/2020	Male Noguera	Select audience, budget and timing for post promotion (for post published on Oct. 5).	0.20	95.00	19.00
10/6/2020	Male Noguera	Continue website (Spanish version) revisions to update and refresh its content and design, specifically the sections: Homepage, Who We Are, Agreement, Frequently Asked Questions.	1.40	95.00	133.00
10/6/2020	Male Noguera	Check COR's email platform and manage emails received.	0.10	95.00	9.50
10/7/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
10/8/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
10/9/2020	Male Noguera	Facebook page conversation management and monitoring.	0.80	95.00	76.00
10/9/2020	Male Noguera	Upload the #32 recording of radio show to the COR's website.	0.30	95.00	28.50
10/10/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
10/11/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
10/12/2020	Male Noguera	Facebook page conversation management and monitoring.	0.90	95.00	85.50
10/13/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
10/13/2020	Male Noguera	Facebook post/email drop and WhatsApp content creation: stock image search, design, and text (Retiree Week celebration).	0.90	95.00	85.50
10/14/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
10/14/2020	Male Noguera	Check COR's email platform and manage emails received.	0.20	95.00	19.00
10/14/2020	Male Noguera	Design and send email to registers: Retiree's Week.	0.30	95.00	28.50
10/14/2020	Male Noguera	Facebook page posting.	0.20	95.00	19.00
10/14/2020	Male Noguera	Select audience, budget and timing for post promotion.	0.20	95.00	19.00
10/14/2020	Male Noguera	Optimizations to the English version of the COR's website.	4.70	95.00	446.50
10/15/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
10/16/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
10/16/2020	Male Noguera	Check COR's email platform and manage emails received.	0.40	95.00	38.00
10/17/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
10/17/2020	Male Noguera	Upload the #33 recording of radio show to the COR's website with summary.	0.50	95.00	47.50
10/18/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
10/19/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
10/19/2020	Male Noguera	Facebook page posting.	0.30	95.00	28.50

10/19/2020	Male Noguera	Select audience, budget and timing for post promotion.	0.20	95.00	19.00
10/20/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
10/21/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
10/21/2020	Male Noguera	Check COR's email platform and manage emails received.	0.10	95.00	9.50
10/22/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
10/23/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
10/23/2020	Male Noguera	Send copy of radio show #34 audio to COR members via WhatsApp.	0.30	95.00	28.50
10/23/2020	Male Noguera	Upload the #34 recording of radio show to the COR's website.	0.60	95.00	57.00
10/23/2020	Male Noguera	Check COR's email platform and manage emails received.	0.40	95.00	38.00
10/24/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
10/25/2020	Male Noguera	Facebook page conversation management and monitoring.	0.10	95.00	9.50
10/26/2020	Male Noguera	Facebook page conversation management and monitoring.	1.00	95.00	95.00
10/26/2020	Male Noguera	Posts creation: image search, design, text to announced the date of the last episode of the radio show season and the paused of it from November 19 until January 14.	1.20	95.00	114.00
10/27/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
10/27/2020	Male Noguera	Check COR's email platform and manage emails received.	0.40	95.00	38.00
10/27/2020	Male Noguera	Revise image post design to publish on Facebook.	0.30	95.00	28.50
10/27/2020	Male Noguera	Facebook page posting.	0.10	95.00	9.50
10/27/2020	Male Noguera	Select audience, budget and timing for post promotion.	0.20	95.00	19.00
10/28/2020	Male Noguera	Facebook page conversation management and monitoring.	0.10	95.00	9.50
10/29/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
10/29/2020	Male Noguera	Adjust the website final links and designs to publish the Phase 2 of "porturetiro.com".	0.90	95.00	85.50
10/30/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
10/30/2020	Male Noguera	Upload the #35 recording of radio show to the COR's website.	0.40	95.00	38.00
10/30/2020	Male Noguera	Select audience, budget and timing for post promotion (the Sept. 29 promotion was rejected).	0.20	95.00	19.00
10/30/2020	Male Noguera	Check COR's email platform and manage emails received.	0.40	95.00	38.00
10/31/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
			41.90		3,980.50

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	-	125.00	-
Jorge Marchand	-	175.00	-
Male Noguera	41.90	95.00	3,980.50
María Schell	-	110.00	-
	41.90		3,980.50

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from November 1 to November 30, 2020

Detail of Conference Calls and Project Meetings

Date	Staff	Description	Hours	Rate	Value (\$)
11/1/2020	Jorge Marchand	Conference call with the MICS team, to discuss and analyze the calculator September-October traffic metrics, and brainstorm new campaign ideas for the ORC digital platforms, for November and December.	0.60	175.00	105.00
11/1/2020	Male Noguera	Conference call with the MICS team, to discuss and analyze the calculator September-October traffic metrics, and brainstorm new campaign ideas for the ORC digital platforms, for November and December.	0.60	95.00	57.00
11/1/2020	María Schell	Conference call with the MICS team, to discuss and analyze the calculator September-October traffic metrics, and brainstorm new campaign ideas for the ORC digital platforms, for November and December.	0.60	110.00	66.00
11/2/2020	Jorge Marchand	Conference call with the MICS team, to discuss and analyze the monthly formula on the calculator results, [REDACTED]; discuss about the Facebook Ads plan, and analyze conversation trends on the ORC digital platforms.	1.40	175.00	245.00
11/2/2020	Male Noguera	Conference call with the MICS team, to discuss and analyze the monthly formula on the calculator results, [REDACTED]; discuss about the Facebook Ads plan, and analyze conversation trends on the ORC digital platforms.	1.40	95.00	133.00
11/2/2020	María Schell	Conference call with the MICS team, to discuss and analyze the monthly formula on the calculator results, [REDACTED]; discuss about the Facebook Ads plan, and analyze conversation trends on the ORC digital platforms.	1.40	110.00	154.00
11/2/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the updated calculator metrics.	0.30	175.00	52.50
11/2/2020	Male Noguera	Conference call with the MICS team, to discuss about the updated calculator metrics.	0.30	95.00	28.50
11/2/2020	Jorge Marchand	Participate on the weekly professionals team conference call.	1.30	175.00	227.50
11/2/2020	María Schell	Participate on the weekly professionals team conference call.	1.30	110.00	143.00
11/3/2020	Jorge Marchand	Conference call with the MICS team, to discuss the project status.	1.80	175.00	315.00
11/3/2020	Male Noguera	Conference call with the MICS team, to discuss the project status.	1.80	95.00	171.00
11/3/2020	María Schell	Conference call with the MICS team, to discuss the project status.	1.80	110.00	198.00
11/3/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss about the radio program [REDACTED] #36.	1.00	175.00	175.00
11/3/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss about the radio program [REDACTED] #36.	1.00	110.00	110.00
11/4/2020	Jorge Marchand	Conference call with the MICS team, [REDACTED]	0.30	175.00	52.50

11/4/2020	María Schell	Conference call with the MICS team, [REDACTED] [REDACTED] [REDACTED]	0.30	110.00	33.00
11/4/2020	María Schell	Conference call with Francisco del Castillo, from the Bennazar team, to discuss about the radio program [REDACTED] #36.	0.30	110.00	33.00
11/4/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss about the radio program [REDACTED] #36.	0.90	175.00	157.50
11/4/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss about the radio program [REDACTED] #36.	0.90	110.00	99.00
11/5/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss about Juan Ortiz participation on the radio program recording, instead of Miguel Fabre, and discuss needed changes and revisions to the radio program [REDACTED]	0.50	175.00	87.50
11/5/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss about Juan Ortiz participation on the radio program recording, instead of Miguel Fabre, and discuss needed changes and revisions to the radio program [REDACTED]	0.50	110.00	55.00
11/5/2020	Jorge Marchand	Conference call with Juan Ortiz, to discuss about his participation on the radio program recording	0.40	175.00	70.00
11/5/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the recent activity and conversation trends on the ORC digital platforms, and analyze the ads reach and results.	0.80	175.00	140.00
11/5/2020	Male Noguera	Conference call with the MICS team, to discuss about the recent activity and conversation trends on the ORC digital platforms, and analyze the ads reach and results.	0.80	95.00	76.00
11/5/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the radio program #36.	0.30	175.00	52.50
11/5/2020	María Schell	Conference call with the MICS team, to discuss about the radio program #36.	0.30	110.00	33.00
11/6/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the monthly calculator formula analysis, [REDACTED] [REDACTED] Discuss and analyze the ORC social media comments and questions [REDACTED]	0.80	175.00	140.00
11/6/2020	Male Noguera	Conference call with the MICS team, to discuss about the monthly calculator formula analysis, [REDACTED] [REDACTED] Discuss and analyze the ORC social media comments and questions [REDACTED]	0.80	95.00	76.00
11/6/2020	María Schell	Conference call with the MICS team, [REDACTED] [REDACTED] and agree on maintaining the annual calculator formula only. Discuss and analyze the ORC social media comments and questions [REDACTED]	0.80	110.00	88.00
11/6/2020	Jorge Marchand	Conference call with Carmen Núñez, to confirm and discuss about her participation on the next radio program recording.	0.60	175.00	105.00
11/6/2020	Jorge Marchand	Conference call with the MICS team, to discuss possible topics for the radio program [REDACTED] #37.	0.70	175.00	122.50
11/6/2020	María Schell	Conference call with the MICS team, to discuss possible topics for the radio program [REDACTED] #37.	0.70	110.00	77.00
11/6/2020	María Schell	Conference call with Francisco del Castillo and the Jenner team, to discuss about the Zoom translation features for the upcoming COR meeting.	1.60	110.00	176.00

11/9/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the upcoming meeting on 11/13/2020; review and discuss on the ORC digital platforms recent conversations and questions received.	0.30	175.00	52.50
11/9/2020	Male Noguera	Conference call with the MICS team, to discuss about the upcoming meeting on 11/13/2020; review and discuss on the ORC digital platforms recent conversations and questions received.	0.30	95.00	28.50
11/9/2020	María Schell	Conference call with the MICS team, to discuss about the upcoming meeting on 11/13/2020; review and discuss on the ORC digital platforms recent conversations and questions received.	0.30	110.00	33.00
11/9/2020	Jorge Marchand	Conference call with the MICS team, to discuss and review the draft [REDACTED] for the radio program #37.	1.00	175.00	175.00
11/9/2020	María Schell	Conference call with the MICS team, to discuss and review the draft [REDACTED] for the radio program #37.	1.00	110.00	110.00
11/9/2020	María Schell	Participate on the weekly professionals team conference call.	0.80	110.00	88.00
11/10/2020	Jorge Marchand	Conference call with the MICS team, to review the calculator webpage, and discuss content and revisions.	0.80	175.00	140.00
11/10/2020	Male Noguera	Conference call with the MICS team, to review the calculator webpage, and discuss content and revisions.	0.80	95.00	76.00
11/11/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the radio program #37.	0.20	175.00	35.00
11/11/2020	María Schell	Conference call with the MICS team, to discuss about the radio program #37.	0.20	110.00	22.00
11/12/2020	Jorge Marchand	Conference call with the MICS team, to discuss and review projects, status, and content (radio show topics, reactivation of email drop, calculator statistics, [REDACTED]).	1.20	175.00	210.00
11/12/2020	Male Noguera	Conference call with the MICS team, to discuss and review projects, status, and content (radio show topics, reactivation of email drop, calculator statistics, [REDACTED]).	1.20	95.00	114.00
11/12/2020	María Schell	Conference call with the MICS team, to discuss and review projects, status, and content (radio show topics, reactivation of email drop, calculator statistics, [REDACTED]).	1.20	110.00	132.00
11/12/2020	Jorge Marchand	Conference call with the MICS team, to research, discuss, and analyze recent news [REDACTED].	0.80	175.00	140.00
11/12/2020	María Schell	Conference call with the MICS team, to research, discuss, and analyze recent news [REDACTED].	0.80	110.00	88.00
11/12/2020	Jorge Marchand	Conference call with the MICS team, to discuss and review the updated metrics report for the Google Ads and Calculator, and discuss Calculator Phase 2 launching.	0.40	175.00	70.00
11/12/2020	Male Noguera	Conference call with the MICS team, to discuss and review the updated metrics report for the Google Ads and Calculator, and discuss Calculator Phase 2 launching.	0.40	95.00	38.00
11/12/2020	Jorge Marchand	Conference call with the MICS team, to discuss possible topics for the next radio program [REDACTED].	0.60	175.00	105.00
11/12/2020	María Schell	Conference call with the MICS team, to discuss possible topics for the next radio program [REDACTED].	0.60	110.00	66.00

11/13/2020	Jorge Marchand	Participate in the extraordinary virtual meeting with COR members, and the MICS, Jenner, Bennazar, FTI and Global teams, to discuss [REDACTED] the radio show schedule and phase two of the calculator.	2.00	175.00	350.00
11/13/2020	Male Noguera	Participate in the extraordinary virtual meeting with COR members, and the MICS, Jenner, Bennazar, FTI and Global teams, to discuss [REDACTED] the radio show schedule and phase two of the calculator.	2.00	95.00	190.00
11/13/2020	María Schell	Participate in the extraordinary virtual meeting with COR members, and the MICS, Jenner, Bennazar, FTI and Global teams, to discuss [REDACTED] the radio show schedule and phase two of the calculator.	2.00	110.00	220.00
11/13/2020	Jorge Marchand	Conference call with Francisco del Castillo from the Bennazar team, to discuss about the information and communications plan for 2021, [REDACTED]	0.50	175.00	87.50
11/13/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the calculator webpage update.	0.60	175.00	105.00
11/13/2020	Male Noguera	Conference call with the MICS team, to discuss about the calculator webpage update.	0.60	95.00	57.00
11/16/2020	Jorge Marchand	Conference call with Miguel Fabre, to discuss about the radio program [REDACTED] #38.	0.30	175.00	52.50
11/16/2020	Jorge Marchand	Conference call with María Schell, to discuss content for the radio program [REDACTED]	0.50	175.00	87.50
11/16/2020	Jorge Marchand	Conference call with Carmen Núñez, to discuss about the status of projects, and report on the 2021 communications plan.	1.20	175.00	210.00
11/16/2020	Jorge Marchand	Participate on the weekly professionals conference call.	1.00	175.00	175.00
11/16/2020	María Schell	Participate on the weekly professionals conference call.	1.00	110.00	110.00
11/17/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the status of the calculator website phase 2, and transformation.	0.40	175.00	70.00
11/17/2020	Male Noguera	Conference call with the MICS team, to discuss about the status of the calculator website phase 2, and transformation.	0.40	95.00	38.00
11/17/2020	María Schell	Conference call with the MICS team, to discuss about the status of the calculator website phase 2, and transformation.	0.40	110.00	44.00
11/17/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the radio program [REDACTED] #38.	0.50	175.00	87.50
11/17/2020	María Schell	Conference call with the MICS team, to discuss about the radio program [REDACTED] #38.	0.50	110.00	55.00
11/17/2020	María Schell	Conference call with Francisco del Castillo from the Bennazar team, to discuss about the radio program [REDACTED] #38, and [REDACTED]	0.40	110.00	44.00
11/18/2020	Jorge Marchand	Participate in the radio program pre production and recording.	1.50	175.00	262.50

11/18/2020	Jorge Marchand	Conference call with Francisco del Castillo and the MICS team, to discuss: [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]	1.00	175.00	175.00
11/18/2020	Male Noguera	Conference call with Francisco del Castillo and the MICS team, to discuss: [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]	1.00	95.00	95.00
11/18/2020	María Schell	Conference call with Francisco del Castillo and the MICS team, to discuss: [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]	1.00	110.00	110.00
11/18/2020	Jorge Marchand	Conference call with the MICS team, to review and edit new digital content for publication on the ORC digital platforms.	0.90	175.00	157.50
11/18/2020	Male Noguera	Conference call with the MICS team, to review and edit new digital content for publication on the ORC digital platforms.	0.90	95.00	85.50
11/18/2020	María Schell	Conference call with the MICS team, to review and edit new digital content for publication on the ORC digital platforms.	0.90	110.00	99.00
11/19/2020	Jorge Marchand	Conference call with the MICS team, to discuss [REDACTED] [REDACTED]	0.30	175.00	52.50
11/19/2020	María Schell	Conference call with the MICS team, to discuss [REDACTED] [REDACTED]	0.30	110.00	33.00
11/20/2020	Jorge Marchand	Conference call with the MICS team, to discuss [REDACTED] [REDACTED]	0.40	175.00	70.00
11/20/2020	María Schell	Conference call with the MICS team, to discuss [REDACTED] [REDACTED]	0.40	110.00	44.00
11/23/2020	Jorge Marchand	Meeting with the MICS and Bennazar teams, to discuss the information and communications plan for 2021, review [REDACTED] [REDACTED], and discuss possible topics for the next radio program [REDACTED]	1.00	175.00	175.00
11/23/2020	María Schell	Meeting with the MICS and Bennazar teams, to discuss the information and communications plan for 2021, review [REDACTED] [REDACTED], and discuss possible topics for the next radio program [REDACTED]	1.00	110.00	110.00
11/23/2020	Jorge Marchand	Participate on the weekly professionals team conference call.	1.00	175.00	175.00
11/23/2020	María Schell	Participate on the weekly professionals team conference call.	1.00	110.00	110.00

11/24/2020	María Schell	Conference call with Francisco del Castillo and Héctor Mayol, to discuss [REDACTED]	0.50	110.00	55.00
11/25/2020	Jorge Marchand	Conference call with the MICS team, to discuss [REDACTED] [REDACTED]	0.70	175.00	122.50
11/25/2020	María Schell	Conference call with the MICS team, to discuss [REDACTED] [REDACTED]	0.70	110.00	77.00
11/30/2020	Jorge Marchand	Conference call with Carmen Núñez, to discuss [REDACTED] [REDACTED]	0.60	175.00	105.00
11/30/2020	Jorge Marchand	Conference call [REDACTED] [REDACTED] [REDACTED]	0.40	175.00	70.00
11/30/2020	María Schell	Participate on the weekly professionals team conference call.	1.00	110.00	110.00
			<u>72.60</u>		<u>9,853.50</u>

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	-	125.00	-
Jorge Marchand	31.80	175.00	5,565.00
Male Noguera	13.30	95.00	1,263.50
María Schell	27.50	110.00	3,025.00
	<u>72.60</u>		<u>9,853.50</u>

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from November 1 to November 30, 2020

Detail of Content and Material Development and Project Management

Date	Staff	Description	Hours	Rate	Value (\$)
11/2/2020	Jorge Marchand	Communication with the MICS team, to discuss the Segal team position regarding the change in the monthly calculations evaluations.	0.80	175.00	140.00
11/2/2020	María Schell	Work on content development for the radio program [REDACTED] #36.	0.50	110.00	55.00
11/4/2020	Jorge Marchand	Work with the MICS team on content revisions and approval, for publication of the new Facebook ads.	0.70	175.00	122.50
11/4/2020	Male Noguera	Work with the MICS team on content revisions and approval, for publication of the new Facebook ads.	0.70	95.00	66.50
11/4/2020	María Schell	Work with the MICS team on content revisions and approval, for publication of the new Facebook ads.	0.70	110.00	77.00
11/4/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.60	175.00	105.00
11/4/2020	María Schell	Work on content research and development for the radio program [REDACTED] #36.	3.80	110.00	418.00
11/4/2020	María Schell	Work on content development, revisions and edits for the radio program [REDACTED] #36.	4.20	110.00	462.00
11/5/2020	Jorge Marchand	Communication with the MICS and Bennazar teams, to discuss about a possible substitute for Miguel Fabre on the radio program recording.	0.70	175.00	122.50
11/5/2020	Jorge Marchand	Participate on the radio program pre production and recording, with Juan Ortíz.	1.40	175.00	245.00
11/5/2020	Jorge Marchand	Work on media monitoring, for news and articles [REDACTED] [REDACTED] [REDACTED]	0.90	175.00	157.50
11/5/2020	Jorge Marchand	Work on post production and revision of the final edited program, prior to airing.	0.40	175.00	70.00
11/5/2020	María Schell	Work on content editing for the radio show #36.	1.00	110.00	110.00
11/9/2020	María Schell	Work on content research and development for the radio program [REDACTED] #37.	3.50	110.00	385.00
11/9/2020	María Schell	Work on content development, revisions and edits for the radio program [REDACTED] #37.	4.30	110.00	473.00
11/9/2020	Male Noguera	Communication with Amy Timmons from the Segal team, regarding the elimination of the monthly summary on phase two of the calculator.	0.20	95.00	19.00
11/10/2020	Jorge Marchand	Work on media monitoring, for news and articles r [REDACTED] [REDACTED] [REDACTED].	1.00	175.00	175.00
11/10/2020	María Schell	Work on content revisions and editing for the radio show [REDACTED] #37.	0.80	110.00	88.00
11/10/2020	María Schell	Work on content translation of the PWPT presentation to COR members.	6.00	110.00	660.00
11/11/2020	Jorge Marchand	Communication with the MICS team, to discuss details for the upcoming COR meeting.	0.30	175.00	52.50
11/11/2020	Male Noguera	Communication with the MICS team, to discuss details for the upcoming COR meeting.	0.30	95.00	28.50
11/11/2020	Ferdinand Díaz	Work on media monitoring for news and articles related to the ORC.	0.40	125.00	50.00

11/11/2020	Ferdinand Díaz	Communication with the ORC members and the MICS team, to share a news article [REDACTED]	0.20	125.00	25.00
11/11/2020	María Schell	Work on content revisions and editing to the PWPT presentation, for the upcoming Zoom meeting with COR members.	1.30	110.00	143.00
11/11/2020	María Schell	Participate on the radio program pre production and recording.	1.40	110.00	154.00
11/12/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.50	175.00	87.50
11/12/2020	Jorge Marchand	Work with Pedro Adrover, from Noti Uno, on post production and revision of the final edited program, prior to airing.	0.70	175.00	122.50
11/12/2020	Jorge Marchand	Work on content revisions and edits, for the next email drop to registered participants.	0.40	175.00	70.00
11/12/2020	Jorge Marchand	Work on content development and revisions of post and radio program ads, to announce the pause in our radio program transmission from November 26, 2020 to January 14, 2021.	0.70	175.00	122.50
11/12/2020	Jorge Marchand	Work on content and development of the information and communications plan for 2021, and evaluate Tweeter effectiveness as a possible digital platform for the ORC.	1.00	175.00	175.00
11/12/2020	Jorge Marchand	Work on final revisions to the COR meeting presentation for the 11/13/2020 meeting.	0.70	175.00	122.50
11/13/2020	Jorge Marchand	Work on media monitoring for news and articles [REDACTED]	0.30	175.00	52.50
11/13/2020	Male Noguera	Prepare talking points about the calculator revisions (phase two), to discuss on the next extraordinary video meeting with COR members and professionals team.	0.80	95.00	76.00
11/13/2020	Male Noguera	Communication with Amy Timmons from the Segal team, to request a new metric on the calculator: [REDACTED], to test the launching of phase two, to highlight an error with the mandatory fields.	0.60	95.00	57.00
11/13/2020	Male Noguera	Communication with COR members, to report with visual and written descriptions of the optimizations done on the phase two of the calculator.	0.60	95.00	57.00
11/16/2020	Jorge Marchand	Work on research and content development, for the 2021 communications plan.	1.30	175.00	227.50
11/16/2020	Jorge Marchand	Communication with Francisco del Castillo, from the Bennazar team, and the MICS team, to discuss about the 2021 communications plan.	0.40	175.00	70.00
11/16/2020	Jorge Marchand	Work on media monitoring and analysis of articles: [REDACTED]	1.10	175.00	192.50
11/16/2020	Jorge Marchand	Work on media monitoring, [REDACTED]	0.50	175.00	87.50
11/16/2020	Jorge Marchand	Communications with the ORC members, to send news and information related to the case.	0.20	175.00	35.00
11/16/2020	Jorge Marchand	Work with the MICS team, to review and discuss questions received through the ORC digital platforms.	0.80	175.00	140.00
11/16/2020	María Schell	Work on content research and development for the radio program [REDACTED] #38.	2.20	110.00	242.00
11/16/2020	María Schell	Work on content development, revisions and edits for the radio program [REDACTED] #38.	2.80	110.00	308.00
11/17/2020	Jorge Marchand	Work on revisions and edits to the radio program [REDACTED] #38.	0.70	175.00	122.50

11/17/2020	Jorge Marchand	Work on media monitoring and analysis [REDACTED] [REDACTED]	0.50	175.00	87.50
11/17/2020	Jorge Marchand	Work on content revisions and edits to the draft post for the ORC digital platforms, [REDACTED]	0.40	175.00	70.00
11/17/2020	Jorge Marchand	Work on research, media monitoring, and analysis [REDACTED] [REDACTED]	0.80	175.00	140.00
11/17/2020	Jorge Marchand	Work with the MICS and Bennazar teams, to review and edit the radio program [REDACTED] draft.	0.70	175.00	122.50
11/17/2020	María Schell	Work on additional content research and development for the radio program [REDACTED] #38.	3.40	110.00	374.00
11/17/2020	María Schell	Work on content development and revisions to the #38 [REDACTED] and SCOTUS decision content.	1.50	110.00	165.00
11/18/2020	Jorge Marchand	Work on media monitoring [REDACTED] [REDACTED]	0.50	175.00	87.50
11/18/2020	Jorge Marchand	Work on media monitoring [REDACTED] [REDACTED]	0.40	175.00	70.00
11/18/2020	Jorge Marchand	Work on revisions and edits to the post announcing the ORC radio program recess.	0.30	175.00	52.50
11/18/2020	Jorge Marchand	Work on content revisions to the radio program [REDACTED] draft.	0.80	175.00	140.00
11/18/2020	Jorge Marchand	Work on content development and revisions, to answer questions received through the ORC digital platforms.	1.20	175.00	210.00
11/18/2020	Jorge Marchand	Work on content revisions and edits to the COR's news bulletin.	2.20	175.00	385.00
11/19/2020	Jorge Marchand	Work on content development and revisions, to answer new questions received through the ORC digital platforms.	0.30	175.00	52.50
11/19/2020	Jorge Marchand	Work on content revisions and edits to the COR's news bulletin.	0.50	175.00	87.50
11/19/2020	María Schell	Work on media monitoring for news and articles related to the ORC.	0.40	110.00	44.00
11/19/2020	María Schell	Work on content revisions and edits to digital content, for publication on the ORC digital platforms.	0.60	110.00	66.00
11/19/2020	María Schell	Work on media monitoring for news and articles [REDACTED] [REDACTED]	0.50	110.00	55.00
11/19/2020	Jorge Marchand	Communication with Male Noguera, to follow up on the calculator phase 2 transformation status.	0.30	175.00	52.50
11/20/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.90	175.00	157.50
11/20/2020	Jorge Marchand	Work on analysis and content revisions, for questions received through the ORC digital platforms.	0.50	175.00	87.50
11/20/2020	Jorge Marchand	Communication with the MICS and Bennazar teams, to share news and articles related to the ORC.	0.20	175.00	35.00
11/20/2020	Jorge Marchand	Communication with the MICS and Bennazar teams, [REDACTED] [REDACTED]	0.40	175.00	70.00
11/20/2020	Jorge Marchand	Work with the MICS team, to review and edit [REDACTED] [REDACTED]	0.60	175.00	105.00
11/20/2020	Jorge Marchand	Work with the MICS team on additional content revisions and edits to the COR's news bulletin.	0.60	175.00	105.00
11/20/2020	María Schell	Work on content development and revisions [REDACTED] [REDACTED]	1.20	110.00	132.00

11/20/2020	Jorge Marchand	Communication with news reporter [REDACTED] [REDACTED] [REDACTED]	0.70	175.00	122.50
11/20/2020	Ferdinand Díaz	Share with the ORC members and team a news article [REDACTED] [REDACTED] [REDACTED]	0.40	125.00	50.00
11/20/2020	María Schell	Work on media monitoring [REDACTED]	3.00	110.00	330.00
11/20/2020	María Schell	Communication with COR members, to discuss about the news bulletin prepared.	0.30	110.00	33.00
11/20/2020	Male Noguera	Work on the preparation of a short report of comments and questions regarding the note published by the COR on the website and Facebook, [REDACTED] [REDACTED]	0.40	95.00	38.00
11/23/2020	Jorge Marchand	Work on content development of the talking points [REDACTED] [REDACTED]	1.30	175.00	227.50
11/23/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.60	175.00	105.00
11/23/2020	Jorge Marchand	Communication with Robert Gordon from the Jenner team, and the MICS and Bennazar teams, [REDACTED] [REDACTED] [REDACTED]	0.40	175.00	70.00
11/23/2020	María Schell	Work on content edits and revisions [REDACTED] [REDACTED]	0.50	110.00	55.00
11/24/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC, [REDACTED]	0.60	175.00	105.00
11/24/2020	Jorge Marchand	Work with the MICS team, to develop and review a Thanksgiving post for the ORC digital platforms.	0.40	175.00	70.00
11/24/2020	Jorge Marchand	Work with the MICS and Bennazar teams, to review and discuss [REDACTED] [REDACTED]	0.30	175.00	52.50
11/24/2020	María Schell	Work on media monitoring [REDACTED] [REDACTED]	1.00	110.00	110.00
11/24/2020	María Schell	Work on media monitoring [REDACTED] [REDACTED]	0.60	110.00	66.00
11/24/2020	María Schell	Work on additional content edits and revisions [REDACTED] [REDACTED]	0.30	110.00	33.00
11/24/2020	Male Noguera	Prepare a conversation report about the performance of the note published on Facebook, [REDACTED] [REDACTED]	0.60	95.00	57.00
11/25/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC, [REDACTED] [REDACTED]	1.90	175.00	332.50
11/25/2020	Jorge Marchand	Communication with Miguel Fabre, president of the ORC, to discuss final revisions [REDACTED] [REDACTED]	0.70	175.00	122.50
11/25/2020	Jorge Marchand	Follow up media monitoring [REDACTED] [REDACTED] [REDACTED]	0.30	175.00	52.50
11/25/2020	Jorge Marchand	Communication with the ORC members, and the local professional teams, [REDACTED] [REDACTED]	0.20	175.00	35.00
11/29/2020	María Schell	Work on new content development for the upcoming presentations to retiree groups.	1.00	110.00	110.00

11/30/2020	Jorge Marchand	Work on media monitoring [REDACTED] [REDACTED] [REDACTED]	1.40	175.00	245.00
11/30/2020	Jorge Marchand	Work with the MICS team, to develop a post for digital platforms, based on the interview to Miguel Fabre.	0.80	175.00	140.00
11/30/2020	Male Noguera	Work with the MICS team, to develop a post for digital platforms, based on the interview to Miguel Fabre.	0.80	95.00	76.00
11/30/2020	María Schell	Work with the MICS team, to develop a post for digital platforms, based on the interview to Miguel Fabre.	0.80	110.00	88.00
11/30/2020	Jorge Marchand	Follow up communication with Miguel Fabre, president of the ORC, [REDACTED] [REDACTED]	0.30	175.00	52.50
11/30/2020	Jorge Marchand	Communication [REDACTED] [REDACTED]	0.20	175.00	35.00
11/30/2020	Jorge Marchand	Work on content revisions and edits to the draft presentation, for the information and communications plan for 2021.	0.80	175.00	140.00
11/30/2020	Jorge Marchand	Work with the MICS and Noti Uno teams, to prepare and revise the text for a post and the recording announcing the radio program recess until 1/14/2021.	0.50	175.00	87.50
11/30/2020	Male Noguera	Work with the MICS and Noti Uno teams, to prepare and revise the text for a post and the recording announcing the radio program recess until 1/14/2021.	0.50	95.00	47.50
11/30/2020	María Schell	Work with the MICS and Noti Uno teams, to prepare and revise the text for a post and the recording announcing the radio program recess until 1/14/2021.	0.50	110.00	55.00
11/30/2020	Jorge Marchand	Work on research [REDACTED]	1.60	175.00	280.00
11/30/2020	Jorge Marchand	Communication with Miguel Fabre and the MICS team, [REDACTED]	0.20	175.00	35.00
11/30/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.30	175.00	52.50
11/30/2020	Jorge Marchand	Communication with the ORC members, and the local professional teams, to share related news and articles.	0.10	175.00	17.50
11/30/2020	Jorge Marchand	Communication with the MICS team, to discuss about the updated calculator statistics report.	0.20	175.00	35.00
11/30/2020	Male Noguera	Communication with the MICS team, to discuss about the updated calculator statistics report.	0.20	95.00	19.00
11/30/2020	Ferdinand Díaz	Work on media monitoring for news and articles related to the ORC.	0.30	125.00	37.50
11/30/2020	Ferdinand Díaz	Communication with the MICS team, [REDACTED] [REDACTED] [REDACTED]	0.20	125.00	25.00
11/30/2020	Ferdinand Díaz	Communication with Male Noguera, [REDACTED] [REDACTED] [REDACTED]	0.40	125.00	50.00
11/30/2020	Male Noguera	Communication with Ferdinand Díaz, [REDACTED] [REDACTED] [REDACTED]	0.40	95.00	38.00
11/30/2020	María Schell	Work on the translation of a news article related to the ORC, to send to the professionals team.	1.10	110.00	121.00
11/30/2020	María Schell	Work on content development, research and analysis, for the presentations to groups.	0.50	110.00	55.00
11/30/2020	Male Noguera	Work on the design of a Power Point template, to be used during COR presentations [REDACTED] [REDACTED]	0.90	95.00	85.50

100.60

13,719.50

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	1.90	125.00	237.50
Jorge Marchand	42.00	175.00	7,350.00
Male Noguera	7.00	95.00	665.00
María Schell	49.70	110.00	5,467.00
	<u>100.60</u>		<u>13,719.50</u>

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from November 1 to November 30, 2020

Detail of Content and Material Development for the Media Platforms and Media Management

Date	Staff	Description	Hours	Rate	Value (\$)
11/1/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
11/2/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
11/3/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
11/4/2020	Male Noguera	Create new Facebook Ad Campaigns (calculator, registration and radio show): stock image search, design, text revision.	1.30	95.00	123.50
11/4/2020	Male Noguera	Facebook page conversation management and monitoring.	1.40	95.00	133.00
11/4/2020	Male Noguera	Check COR's email platform and manage emails received.	0.20	95.00	19.00
11/5/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
11/5/2020	Male Noguera	Create video with audio of interview to COR member Rosario Pacheco Fontán, to publish on Facebook.	0.70	95.00	66.50
11/5/2020	Male Noguera	Facebook video posting.	0.30	95.00	28.50
11/6/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
11/6/2020	Male Noguera	Publish new Facebook Ads campaigns: Calculator, Registration and Radio Show: ad creation, traffic and audience selection, and budget and time management.	0.80	95.00	76.00
11/6/2020	Male Noguera	Check COR's email platform and manage emails received.	0.20	95.00	19.00
11/7/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
11/8/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
11/9/2020	Male Noguera	Facebook page conversation management and monitoring.	0.80	95.00	76.00
11/9/2020	Male Noguera	Check COR's email platform and manage emails received.	0.30	95.00	28.50
11/10/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
11/10/2020	Male Noguera	Facebook page posting.	0.20	95.00	19.00
11/11/2020	Male Noguera	Facebook page conversation management and monitoring.	0.80	95.00	76.00
11/12/2020	Male Noguera	Facebook page conversation management and monitoring.	0.90	95.00	85.50
11/12/2020	Male Noguera	Check COR's email platform and manage emails received.	0.20	95.00	19.00
11/13/2020	Male Noguera	Facebook page conversation management and monitoring.	0.80	95.00	76.00
11/13/2020	Male Noguera	Upload thirty-seven (#37) recording of radio show to the COR's website with summary.	0.50	95.00	47.50
11/14/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
11/14/2020	Male Noguera	Schedule post to publish on Sunday morning: reminder of last radio show episode of the season.	0.30	95.00	28.50
11/14/2020	Male Noguera	Design and schedule email to registers to be sent on Monday: reminder of last radio show episode of the season.	0.60	95.00	57.00
11/15/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
11/16/2020	Male Noguera	Facebook page conversation management and monitoring.	0.70	95.00	66.50
11/16/2020	Male Noguera	Check COR's email platform and manage emails received.	0.50	95.00	47.50
11/17/2020	Male Noguera	Facebook page conversation management and monitoring.	0.70	95.00	66.50
11/18/2020	Male Noguera	Facebook page conversation management and monitoring.	1.00	95.00	95.00
11/18/2020	Male Noguera	Search stock image for note: "El COR prevalece en su defensa de los pensionados en el Supremo de los Estados Unidos".	0.20	95.00	19.00
11/18/2020	Male Noguera	Upload note to website: "El COR prevalece en su defensa de los pensionados en el Supremo de los Estados Unidos".	0.30	95.00	28.50
11/18/2020	Male Noguera	Design and send email to registers: "El COR prevalece en su defensa de los pensionados en el Supremo de los Estados Unidos".	0.50	95.00	47.50

11/18/2020	Male Noguera	Share website note "El COR prevalece en su defensa de los pensionados en el Supremo de los Estados Unidos" on Facebook.	0.30	95.00	28.50
11/19/2020	Male Noguera	Facebook page conversation management and monitoring.	0.90	95.00	85.50
11/19/2020	Male Noguera	Select audience, budget and timing for post promotion.	0.20	95.00	19.00
11/20/2020	Male Noguera	Facebook page conversation management and monitoring.	1.70	95.00	161.50
11/20/2020	Male Noguera	Check COR's email platform and manage emails received.	0.60	95.00	57.00
11/20/2020	Male Noguera	Upload thirty-eight (#38) recording of radio show to the COR's website.	0.40	95.00	38.00
11/21/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
11/22/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
11/23/2020	Male Noguera	Search stock image for note: FOMB's proposal to increase threshold to \$1,500.	0.40	95.00	38.00
11/23/2020	Male Noguera	Upload note to website: FOMB's proposal to increase threshold to \$1,500.	0.50	95.00	47.50
11/23/2020	Male Noguera	Design and send email to registers: FOMB's proposal to increase threshold to \$1,500	0.40	95.00	38.00
11/23/2020	Male Noguera	Facebook page conversation management and monitoring. (higher volume than usual - two important messages where posted and promoted: denial to bondholders claim and FOMB's proposal to increase threshold to \$1,500).	2.80	95.00	266.00
11/23/2020	Male Noguera	Search stock image for Thanksgiving Facebook post.	0.40	95.00	38.00
11/23/2020	Male Noguera	Thanksgiving post and email drop creation: text and design.	0.80	95.00	76.00
11/24/2020	Male Noguera	Facebook page conversation management and monitoring.	1.60	95.00	152.00
11/24/2020	Male Noguera	Check COR's email platform and manage emails received.	0.30	95.00	28.50
11/25/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
11/26/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
11/27/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
11/28/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
11/29/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
11/30/2020	Male Noguera	Facebook page conversation management and monitoring.	1.40	95.00	133.00
11/30/2020	Male Noguera	Upload El Nuevo Día's note "Comité de Retirados Celebra Decisión del Supremo Federal" to the COR's website.	0.50	95.00	47.50
11/30/2020	Male Noguera	Design and send email to registers: "Comité de Retirados Celebra Decisión del Supremo Federal".	0.80	95.00	76.00
11/30/2020	Male Noguera	Share note "Comité de Retirados Celebra Decisión del Supremo Federal" on Facebook.	0.30	95.00	28.50
11/30/2020	Male Noguera	Check COR's email platform and manage emails received.	0.40	95.00	38.00
			35.40		3,363.00

Fee Summary:	Hours	Rate	Value (\$)
Ferdinand Díaz	-	125.00	-
Jorge Marchand	-	175.00	-
Male Noguera	35.40	95.00	3,363.00
María Schell	-	110.00	-
	35.40		3,363.00

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from December 1 to December 31, 2020

Detail of Conference Calls and Project Meetings

Date	Staff	Description	Hours	Rate	Value (\$)
12/1/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss and plan for the ORC's 2021 communications plan; [REDACTED] analyze and discuss recent conversations and questions trends in the ORC digital platforms.	2.00	175.00	350.00
12/1/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss and plan for the ORC's 2021 communications plan; [REDACTED]; analyze and discuss recent conversations and questions trends in the ORC digital platforms.	2.00	110.00	220.00
12/1/2020	Jorge Marchand	Conference call with the MICS team, to evaluate weekly calculator statistics report, conversations on the ORC digital platforms, and next steps of the information strategy.	1.20	175.00	210.00
12/1/2020	Male Noguera	Conference call with the MICS team, to evaluate weekly calculator statistics report, conversations on the ORC digital platforms, and next steps of the information strategy.	1.20	95.00	114.00
12/1/2020	María Schell	Conference call with the MICS team, to evaluate weekly calculator statistics report, conversations on the ORC digital platforms, and next steps of the information strategy.	1.20	110.00	132.00
12/1/2020	María Schell	Conference call with Francisco del Castillo from the Bennazar team, to discuss communications strategies and content.	0.50	110.00	55.00
12/2/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the conversation report of the ORC digital platforms, and plan for strategies, the presentations to third parties stakeholders, and future radio programs recordings.	0.70	175.00	122.50
12/2/2020	Male Noguera	Conference call with the MICS team, to discuss about the conversation report of the ORC digital platforms, and plan for strategies, the presentations to third parties stakeholders, and future radio programs recordings.	0.70	95.00	66.50
12/2/2020	María Schell	Conference call with the MICS team, to discuss about the conversation report of the ORC digital platforms, and plan for strategies, the presentations to third parties stakeholders, and future radio programs recordings.	0.70	110.00	77.00
12/2/2020	Jorge Marchand	Conference call with the MICS team, to discuss and work on new posts for the ORC digital platforms.	0.40	175.00	70.00
12/2/2020	Male Noguera	Conference call with the MICS team, to discuss and work on new posts for the ORC digital platforms.	0.40	95.00	38.00
12/3/2020	Jorge Marchand	Conference call with Héctor Mayol and Francisco del Castillo from the Bennazar team, to discuss about the news article [REDACTED]	0.40	175.00	70.00

12/4/2020	Jorge Marchand	Conference call with the MICS team, to analyze and discuss about the calculator conversations report, and discuss user-end issues accessing the pension calculator. Also, design a simplified procedure to register on the ORC webpage.	1.20	175.00	210.00
12/4/2020	Male Noguera	Conference call with the MICS team, to analyze and discuss about the calculator conversations report, and discuss user-end issues accessing the pension calculator. Also, design a simplified procedure to register on the ORC webpage.	1.20	95.00	114.00
12/4/2020	María Schell	Conference call with the MICS team, to analyze and discuss about the calculator conversations report, and discuss user-end issues accessing the pension calculator. Also, design a simplified procedure to register on the ORC webpage.	1.20	110.00	132.00
12/4/2020	Jorge Marchand	Conference call with the MICS team, to discuss project status, conversations and recent questions received through the ORC digital platforms, and develop post for the radio program new season, starting on 1/14/2021.	0.40	175.00	70.00
12/4/2020	Male Noguera	Conference call with the MICS team, to discuss project status, conversations and recent questions received through the ORC digital platforms, and develop post for the radio program new season, starting on 1/14/2021.	0.40	95.00	38.00
12/4/2020	María Schell	Conference call with the MICS team, to discuss project status, conversations and recent questions received through the ORC digital platforms, and develop post for the radio program new season, starting on 1/14/2021.	0.40	110.00	44.00
12/7/2020	Jorge Marchand	Participate on the weekly professionals team conference call.	1.00	175.00	175.00
12/7/2020	María Schell	Participate on the weekly professionals team conference call.	1.00	110.00	110.00
12/8/2020	Jorge Marchand	Conference call with the MICS team, to discuss the first draft of the presentation [REDACTED].	0.80	175.00	140.00
12/8/2020	María Schell	Conference call with the MICS team, to discuss the first draft of the presentation [REDACTED].	0.80	110.00	88.00
12/8/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss the first draft of the presentation [REDACTED] and the suggested changes and edits.	1.40	175.00	245.00
12/8/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss the first draft of the presentation [REDACTED] and the suggested changes and edits.	1.40	110.00	154.00
12/8/2020	Jorge Marchand	Conference call with the MICS team, to discuss content for publication on the ORC digital platforms.	0.40	175.00	70.00
12/8/2020	Male Noguera	Conference call with the MICS team, to discuss content for publication on the ORC digital platforms.	0.40	95.00	38.00
12/8/2020	María Schell	Conference call with the MICS team, to discuss content for publication on the ORC digital platforms.	0.40	110.00	44.00
12/8/2020	Jorge Marchand	Conference call with [REDACTED].	0.50	175.00	87.50
12/9/2020	Jorge Marchand	Conference call with Carmen Núñez, to discuss about the upcoming COR stakeholders presentations, coordinate the COR communications meeting at the end of 2020, and discuss project status.	1.00	175.00	175.00

12/9/2020	Jorge Marchand	Conference call with the MICS team, to discuss Google Ads metrics (December report), ideas, and next steps for the Facebook and Google 2021 campaign.	1.00	175.00	175.00
12/9/2020	Male Noguera	Conference call with the MICS team, to discuss Google Ads metrics (December report), ideas, and next steps for the Facebook and Google 2021 campaign.	1.00	95.00	95.00
12/9/2020	María Schell	Conference call with the MICS team, to discuss Google Ads metrics (December report), ideas, and next steps for the Facebook and Google 2021 campaign.	1.00	110.00	110.00
12/9/2020	Jorge Marchand	Conference call with the MICS team, to discuss and analyze the FOMB new appointments, and prepare letters from Miguel Fabre, president of the ORC, addressed to Betty Rosa and John Nixon, new members of the FOMB.	0.80	175.00	140.00
12/9/2020	Male Noguera	Conference call with the MICS team, [REDACTED] [REDACTED] [REDACTED]	0.80	95.00	76.00
12/9/2020	María Schell	Conference call with the MICS team, [REDACTED] [REDACTED] [REDACTED]	0.80	110.00	88.00
12/10/2020	Jorge Marchand	Conference call with the MICS team, to discuss several recent news and articles related to the ORC.	0.20	175.00	35.00
12/10/2020	María Schell	Conference call with the MICS team, to discuss several recent news and articles related to the ORC.	0.20	110.00	22.00
12/10/2020	Jorge Marchand	Conference call with the MICS team, to discuss about the updated presentation [REDACTED], and review content for the ORC digital platforms.	1.30	175.00	227.50
12/10/2020	Male Noguera	Conference call with the MICS team, to discuss about the updated presentation [REDACTED] and review content for the ORC digital platforms.	1.30	95.00	123.50
12/10/2020	María Schell	Conference call with the MICS team, to discuss about the updated presentation [REDACTED] and review content for the ORC digital platforms.	1.30	110.00	143.00
12/11/2020	Jorge Marchand	Conference call with the MICS team, to review the presentation [REDACTED] [REDACTED]	0.80	175.00	140.00
12/11/2020	Male Noguera	Conference call with the MICS team, to review the presentation [REDACTED] [REDACTED]	0.80	95.00	76.00
12/11/2020	María Schell	Conference call with the MICS team, to review the presentation [REDACTED] [REDACTED]	0.80	110.00	88.00
12/11/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to review and edit the presentation [REDACTED]	0.90	175.00	157.50
12/11/2020	Male Noguera	Conference call with the MICS and Bennazar teams, to review and edit the presentation [REDACTED]	0.90	95.00	85.50
12/11/2020	María Schell	Conference call with the MICS and Bennazar teams, to review and edit the presentation [REDACTED]	0.90	110.00	99.00
12/11/2020	Male Noguera	Conference call with María Schell, to discuss content revisions to the presentation [REDACTED]	0.50	95.00	47.50
12/11/2020	María Schell	Conference call with Male Noguera, to discuss content revisions to the presentation [REDACTED]	0.50	110.00	55.00

12/14/2020	Jorge Marchand	Conference call with the MICS team, to work on posts for the ORC digital platforms, and develop answer to recent questions received through the digital platforms.	0.10	175.00	17.50
12/14/2020	Male Noguera	Conference call with the MICS team, to work on posts for the ORC digital platforms, and develop answer to recent questions received through the digital platforms.	0.10	95.00	9.50
12/14/2020	María Schell	Conference call with the MICS team, to work on posts for the ORC digital platforms, and develop answer to recent questions received through the digital platforms.	0.10	110.00	11.00
12/14/2020	Male Noguera	Conference call with María Schell, to discuss final content revisions to the presentation [REDACTED] and the text for new post about P.R. bankruptcy.	0.80	95.00	76.00
12/14/2020	María Schell	Conference call with Male Noguera, to discuss final content revisions to the presentation [REDACTED] and the text for new post about P.R. bankruptcy.	0.80	110.00	88.00
12/14/2020	Male Noguera	Conference call with María Schell and Francisco del Castillo, to discuss Bennazar team's final content revisions to the presentation to third party stakeholders.	0.50	95.00	47.50
12/14/2020	María Schell	Conference call with Male Noguera and Francisco del Castillo, to discuss Bennazar team's final content revisions to the presentation [REDACTED]	0.50	110.00	55.00
12/14/2020	Jorge Marchand	Participate on the weekly professionals team conference call.	1.00	175.00	175.00
12/14/2020	María Schell	Participate on the weekly professionals team conference call.	1.00	110.00	110.00
12/15/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, [REDACTED]	0.60	175.00	105.00
12/15/2020	María Schell	Conference call with the MICS and Bennazar teams, [REDACTED]	0.60	110.00	66.00
12/15/2020	Jorge Marchand	Participate on the meeting/presentation [REDACTED]	2.60	175.00	455.00
12/15/2020	Male Noguera	Participate on the meeting/presentation [REDACTED]	2.60	95.00	247.00
12/15/2020	María Schell	Participate on the meeting/presentation [REDACTED]	2.60	110.00	286.00
12/16/2020	Jorge Marchand	Participate on the meeting/presentation [REDACTED]	2.60	175.00	455.00
12/16/2020	María Schell	Participate on the meeting/presentation [REDACTED]	2.60	110.00	286.00
12/17/2020	Jorge Marchand	Conference call with the MICS team, to discuss and analyze the digital platform conversation report and the calculator metrics and performance report.	0.80	175.00	140.00
12/17/2020	Male Noguera	Conference call with the MICS team, to discuss and analyze the digital platform conversation report and the calculator metrics and performance report.	0.80	95.00	76.00
12/17/2020	María Schell	Conference call with the MICS team, to discuss and analyze the digital platform conversation report and the calculator metrics and performance report.	0.80	110.00	88.00
12/17/2020	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss and analyze the recent [REDACTED] presentations and results; [REDACTED] discuss proposed agenda for the upcoming end-of-year COR meeting,	0.40	175.00	70.00

12/17/2020	María Schell	Conference call with the MICS and Bennazar teams, to discuss communication strategies; analyze the recent [REDACTED] presentations and results; [REDACTED] discuss proposed agenda for the upcoming end-of-year COR meeting,	0.40	110.00	44.00
12/17/2020	Jorge Marchand	Conference call with COR member Carmen Núñez, to discuss details in preparation for the end-of-year COR meeting and the [REDACTED]	0.80	175.00	140.00
12/17/2020	Jorge Marchand	Conference call with the MICS team, to discuss the end of December post, [REDACTED]	0.30	175.00	52.50
12/17/2020	Male Noguera	Conference call with the MICS team, to discuss the end of December post, [REDACTED]	0.30	95.00	28.50
12/21/2020	Male Noguera	Participate in the end-of-year virtual meeting with COR members, to review year 2020, and discuss year 2021 strategies.	1.60	95.00	152.00
12/21/2020	María Schell	Participate in the end-of-year virtual meeting with COR members, to review year 2020, and discuss year 2021 strategies.	1.60	110.00	176.00
12/21/2020	Jorge Marchand	Conference call with the MICS team, to follow up on the discussion from the end-of-year COR meeting, and discuss next steps, to update the 2021 communications plan.	0.40	175.00	70.00
12/21/2020	María Schell	Conference call with the MICS team, to follow up on the discussion from the end-of-year COR meeting, and discuss next steps, to update the 2021 communications plan.	0.40	110.00	44.00
12/21/2020	Male Noguera	Conference call with the MICS team, to follow up on the discussion from the end-of-year COR meeting, and discuss next steps, to update the 2021 communications plan.	0.40	95.00	38.00
12/21/2020	Jorge Marchand	Conference call with the MICS team, to analyze and discuss the updated digital platforms conversation report, and the calculator performance metrics analysis.	0.30	175.00	52.50
12/21/2020	Male Noguera	Conference call with the MICS team, to analyze and discuss the updated digital platforms conversation report, and the calculator performance metrics analysis.	0.30	95.00	28.50
12/21/2020	María Schell	Conference call with the MICS team, to analyze and discuss the updated digital platforms conversation report, and the calculator performance metrics analysis.	0.30	110.00	33.00
12/21/2020	Jorge Marchand	Participate on the weekly professionals team conference call (last 2020 update meeting).	0.60	175.00	105.00
12/21/2020	María Schell	Participate on the weekly professionals team conference call (last 2020 update meeting).	0.60	110.00	66.00
12/30/2020	Jorge Marchand	Meeting/presentation [REDACTED]	1.50	175.00	262.50
12/30/2020	María Schell	Meeting/presentation [REDACTED]	1.50	110.00	165.00
12/30/2020	Male Noguera	Meeting/presentation [REDACTED]	1.50	95.00	142.50
			<u>75.80</u>	<u>9,906.50</u>	

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	-	125.00	-
Jorge Marchand	28.40	175.00	4,970.00
Male Noguera	18.50	95.00	1,757.50
María Schell	28.90	110.00	3,179.00
	<u>75.80</u>		<u>9,906.50</u>

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from December 1 to December 31, 2020

Detail of Content and Material Development and Project Management

Date	Staff	Description	Hours	Rate	Value (\$)
12/1/2020	Jorge Marchand	Communication with the MICS and Bennazar teams, to update on the status of the letter [REDACTED]	0.20	175.00	35.00
12/1/2020	Male Noguera	Work on a Facebook and email conversation report, based on the latest posts comments: calculator and article [REDACTED]	0.90	95.00	85.50
12/1/2020	Male Noguera	Work with the MICS team, to evaluate performance of the Facebook Ads campaigns: calculator, radio show and registration, [REDACTED]	1.20	95.00	114.00
12/1/2020	Male Noguera	Communication with Amy Timmons from Segal, to request to change the annual details section on the calculator, to open simultaneously with one click instead of separately.	0.40	95.00	38.00
12/1/2020	Jorge Marchand	Communication with the MICS and Bennazar teams, to discuss and answer questions and comments received through the ORC media platforms.	0.30	175.00	52.50
12/1/2020	Jorge Marchand	Work with the MICS team on content revisions to the ads, announcing the pause in our radio program transmission, from November 26, 2020 to January 14, 2021.	0.40	175.00	70.00
12/1/2020	Male Noguera	Work with the MICS team on content revisions to the ads, announcing the pause in our radio program transmission, from November 26, 2020 to January 14, 2021.	0.40	95.00	38.00
12/1/2020	María Schell	Work with the MICS team on content revisions to the ads, announcing the pause in our radio program transmission, from November 26, 2020 to January 14, 2021.	0.40	110.00	44.00
12/1/2020	Jorge Marchand	Communication with the MICS team, to work on the suggested topics for the upcoming meetings [REDACTED]	0.40	175.00	70.00
12/1/2020	Jorge Marchand	Media monitoring for news and articles related to the ORC, [REDACTED]	0.80	175.00	140.00
12/2/2020	Jorge Marchand	Work on content edits and revisions, to update the communications plan draft for 2021.	1.80	175.00	315.00
12/2/2020	María Schell	Work on content research, in preparation for the presentations [REDACTED]	0.50	110.00	55.00
12/2/2020	Jorge Marchand	Work on media monitoring [REDACTED] to inform COR members and the local professionals team.	1.20	175.00	210.00
12/2/2020	María Schell	Media monitoring [REDACTED], to discuss with the MICS team and plan for meetings and presentations.	1.00	110.00	110.00
12/2/2020	Jorge Marchand	Communication with various retiree groups and other stakeholders, as agreed with the professionals team, [REDACTED]	1.30	175.00	227.50
12/2/2020	Male Noguera	Communication with Amy Timmons from the Segal team, regarding the latest request to change the annual details section on the calculator and a question about the dates on the weekly statistics report.	0.30	95.00	28.50
12/3/2020	Ferdinand Díaz	Media monitoring for news and articles related to the ORC.	0.40	125.00	50.00

12/3/2020	Ferdinand Díaz	Communication with committee members, to share several articles [REDACTED].	0.20	125.00	25.00
12/3/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC [REDACTED].	0.60	175.00	105.00
12/4/2020	Jorge Marchand	Follow up communication with COR member Juan Ortiz, [REDACTED].	0.30	175.00	52.50
12/4/2020	Jorge Marchand	Follow up communication with [REDACTED].	0.40	175.00	70.00
12/4/2020	Jorge Marchand	Communication with the MICS and Bennazar teams, to discuss about the arrangements and status of the proposed meeting [REDACTED].	0.50	175.00	87.50
12/4/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC, and distribute to COR members and the professionals team.	0.40	175.00	70.00
12/4/2020	María Schell	Work on content research and development for the material to be included in the presentations [REDACTED].	1.00	110.00	110.00
12/4/2020	Male Noguera	Work on the conversation report based on comments and questions received via Facebook, email and website form.	0.50	95.00	47.50
12/4/2020	Male Noguera	Communication with Amy Timmons from the Segal team, to request revising the design of the annual details button on the calculator, to make it stand out and more visible to the users.	0.40	95.00	38.00
12/5/2020	María Schell	Work on content development, revisions and edits to the presentation [REDACTED].	3.30	110.00	363.00
12/6/2020	María Schell	Work on content revisions and edits to the presentation [REDACTED].	3.20	110.00	352.00
12/6/2020	María Schell	Digital on content development, to answer questions and comments received through the ORC media platforms.	0.40	110.00	44.00
12/7/2020	Jorge Marchand	Follow up communication with the MICS and Bennazar teams, to discuss the arrangements made with Juan Ortiz and [REDACTED] for the upcoming COR meetings/presentations.	0.20	175.00	35.00
12/7/2020	Jorge Marchand	Work with the MICS and Bennazar teams on revisions and edits to the draft presentation [REDACTED].	1.30	175.00	227.50
12/7/2020	Jorge Marchand	Communication with the MICS team, to discuss and develop answers to recent questions received through the digital platforms.	0.50	175.00	87.50
12/7/2020	Male Noguera	Communication with the MICS team, to discuss and develop answers to recent questions received through the digital platforms.	0.50	95.00	47.50
12/7/2020	María Schell	Communication with the MICS team, to discuss and develop answers to recent questions received through the digital platforms.	0.50	110.00	55.00
12/7/2020	Jorge Marchand	Follow up communication with [REDACTED] and Juan Ortiz, to discuss the details for the upcoming COR meetings/presentations [REDACTED].	0.60	175.00	105.00
12/7/2020	Male Noguera	Communication with Lauren Smotkin from the FTI team, to request her professional recommendation about directing Google Ads to Facebook, to direct new traffic to the Facebook page.	0.50	95.00	47.50
12/8/2020	Jorge Marchand	Work on media monitoring, [REDACTED].	0.70	175.00	122.50

12/8/2020	María Schell	Work on media monitoring and clippings, [REDACTED] [REDACTED]	0.90	110.00	99.00
12/8/2020	María Schell	Work on content revisions and edits to the draft presentation [REDACTED] [REDACTED]	0.60	110.00	66.00
12/8/2020	Male Noguera	Work on a report, in preparation for the MICS meeting: curate next weeks' content, organize calculator and Google Ads next steps recommendations, evaluate focus and purpose of next Facebook Ad campaign.	0.30	95.00	28.50
12/9/2020	Male Noguera	Work on content revisions and analysis of the website and Google Ads metrics on the Google Analytics platform, to evaluate and compare the performance of the Google and Facebook Ads campaigns during the past three months.	0.80	95.00	76.00
12/9/2020	Jorge Marchand	Communication with Miguel Fabre and Carmen Núñez (President and Vice President of the ORC, respectively), and the MICS and Bennazar teams, to report on the recent arrangements for [REDACTED] presentations, and inform on the schedule of the next meetings.	0.60	175.00	105.00
12/9/2020	Jorge Marchand	Work on follow up media monitoring, [REDACTED] [REDACTED]	0.40	175.00	70.00
12/9/2020	Jorge Marchand	Follow up communication with [REDACTED] [REDACTED] [REDACTED]	0.20	175.00	35.00
12/9/2020	Jorge Marchand	Work on review and analysis of the Google Ads metrics report, to evaluate the impact on the Google Ads campaign.	0.40	175.00	70.00
12/9/2020	Jorge Marchand	Communication [REDACTED] [REDACTED] [REDACTED]	0.50	175.00	87.50
12/9/2020	María Schell	Work on content research, development, revisions, and edits to the draft presentation [REDACTED]	6.80	110.00	748.00
12/9/2020	Jorge Marchand	Work on content development, to prepare a draft communications plan for 2021, based on the project status and next steps.	1.60	175.00	280.00
12/10/2020	Jorge Marchand	Media monitoring and analysis of [REDACTED] editorial [REDACTED] [REDACTED] to report to the local professionals team.	0.80	175.00	140.00
12/10/2020	Jorge Marchand	Work with the MICS team on media monitoring for news and articles related to the ORC, [REDACTED] [REDACTED], and report to the local professionals team.	1.00	175.00	175.00
12/10/2020	María Schell	Work with the MICS team on media monitoring for news and articles related to the ORC, [REDACTED] [REDACTED] and report to the local professionals team.	1.00	110.00	110.00
12/10/2020	Jorge Marchand	Work with the MICS team on content revisions and edits for an upcoming post, and the scheduled material to be posted on the ORC digital platforms.	0.70	175.00	122.50
12/10/2020	María Schell	Work with the MICS team on content revisions and edits for an upcoming post, and the scheduled material to be posted on the ORC digital platforms.	0.70	110.00	77.00
12/10/2020	Jorge Marchand	Work on content revisions and edits to the presentation [REDACTED] [REDACTED].	1.90	175.00	332.50
12/10/2020	Jorge Marchand	Follow up communication with [REDACTED] to discuss on the upcoming presentation [REDACTED]	0.20	175.00	35.00
12/10/2020	María Schell	Work on content edits and revisions to the presentation [REDACTED] [REDACTED]	0.30	110.00	33.00

12/10/2020	Male Noguera	Work on content revisions and design of the presentation [REDACTED]	6.80	95.00	646.00
12/11/2020	Jorge Marchand	Communication [REDACTED] to discuss details for the upcoming meeting on 12/15/2021.	0.20	175.00	35.00
12/11/2020	Jorge Marchand	Work on content and graphic revisions and edits, to the presentation [REDACTED]	1.60	175.00	280.00
12/11/2020	Male Noguera	Work on revisions and proofreading to the presentation [REDACTED] according to what was discussed during meeting with the legal and communications local team.	2.60	95.00	247.00
12/14/2020	Jorge Marchand	Communication with the MICS team, to discuss about the calculator statistics report.	0.20	175.00	35.00
12/14/2020	Jorge Marchand	Communication with [REDACTED]	0.20	175.00	35.00
12/14/2020	María Schell	Work on content revisions and edits for the ORC digital platforms.	1.10	110.00	121.00
12/14/2020	Jorge Marchand	Work on follow up and pre production details, for the meeting/presentation [REDACTED]s.	1.20	175.00	210.00
12/14/2020	Jorge Marchand	Communication with Miguel Fabre and Carmen Núñez (President and Vice President of the ORC, respectively), to report on the final PWPT presentation [REDACTED]	0.20	175.00	35.00
12/14/2020	Jorge Marchand	Communication with the MICS and Bennazar teams [REDACTED]	0.40	175.00	70.00
12/14/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC, [REDACTED]	0.70	175.00	122.50
12/14/2020	Male Noguera	Work on final edits to [REDACTED] presentation: convert presentation to Power Point format (printable presentation version), fix design to fit the format and make final content revisions.	1.60	95.00	152.00
12/14/2020	Male Noguera	Apply final content and design revisions to the presentation [REDACTED]	1.10	95.00	104.50
12/15/2020	Ferdinand Díaz	Media monitoring for news and articles related to the ORC.	0.30	125.00	37.50
12/15/2020	Ferdinand Díaz	Communication with committee members, to share an article [REDACTED]	0.10	125.00	12.50
12/15/2020	Jorge Marchand	Communication with COR member Juan Ortiz, [REDACTED]	0.50	175.00	87.50
12/15/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC, [REDACTED] to report to the local team.	0.40	175.00	70.00
12/15/2020	María Schell	Work on a summary report for the [REDACTED] meeting/presentation.	1.00	110.00	110.00
12/16/2020	Jorge Marchand	Work on media monitoring for news and articles related to the ORC, [REDACTED]	0.60	175.00	105.00
12/16/2020	Jorge Marchand	Work on the digital platforms conversation analysis with the MICS team.	0.30	175.00	52.50
12/16/2020	María Schell	Work on a summary report for the meeting/presentation [REDACTED]	0.30	110.00	33.00

12/17/2020	Ferdinand Díaz	Media monitoring for news and articles related to the ORC.	0.30	125.00	37.50
12/17/2020	Ferdinand Díaz	Communication with the ORC members, to send several articles [REDACTED] [REDACTED]	0.10	125.00	12.50
12/17/2020	Jorge Marchand	Communication with the MICS team, to review and edit content for publication on the ORC digital platforms.	0.30	175.00	52.50
12/17/2020	Male Noguera	Communication with the MICS team, to review and edit content for publication on the ORC digital platforms.	0.30	95.00	28.50
12/17/2020	María Schell	Communication with the MICS team, to review and edit content for publication on the ORC digital platforms.	0.30	110.00	33.00
12/17/2020	Jorge Marchand	Communication with COR members, to coordinate the end-of-year meeting, and work with the MICS team the proposed agenda.	0.80	175.00	140.00
12/17/2020	María Schell	Work on content development, in preparation for the end-of-year COR meeting.	1.40	110.00	154.00
12/18/2020	Jorge Marchand	Work on media monitoring of the FOMB's Public Meeting #23, and report to the local professionals team.	2.00	175.00	350.00
12/18/2020	María Schell	Work on media monitoring of the FOMB's Public Meeting; report to the local professionals team.	3.30	110.00	363.00
12/18/2020	Jorge Marchand	Work on revisions and edits to the letters [REDACTED] [REDACTED] to get COR president Miguel Fabre's approval and sign.	0.50	175.00	87.50
12/18/2020	María Schell	Work on content development and revisions to the letters [REDACTED]	0.80	110.00	88.00
12/18/2020	Jorge Marchand	Follow up communication with COR member Juan Ortiz, [REDACTED] [REDACTED]	0.60	175.00	105.00
12/18/2020	Jorge Marchand	Follow up communication with COR members and the local professionals team, in preparation for the upcoming end-of-year COR meeting on 12/21/2020.	0.50	175.00	87.50
12/20/2020	María Schell	Translation and email transmission of Robert Gordon's message to COR members.	1.10	110.00	121.00
12/21/2020	Jorge Marchand	Communication [REDACTED] [REDACTED] [REDACTED]	0.40	175.00	70.00
12/21/2020	Jorge Marchand	Communication with the MICS team, to review and edit content and answers to recent questions, for publication on the ORC digital platforms.	0.30	175.00	52.50
12/21/2020	María Schell	Communication with COR president Miguel Fabre, to discuss revisions and approval of the letters [REDACTED] [REDACTED]	0.30	110.00	33.00
12/22/2020	María Schell	Work on revisions and edits to the letter [REDACTED] [REDACTED]	0.50	110.00	55.00
12/22/2020	Jorge Marchand	Follow up communication with COR president Miguel Fabre, to request approval and sign on letters [REDACTED]	0.30	175.00	52.50
12/22/2020	Jorge Marchand	Follow up communication with COR member Juan Ortiz, [REDACTED] [REDACTED]	0.10	175.00	17.50
12/22/2020	Jorge Marchand	Communication [REDACTED] [REDACTED]	0.20	175.00	35.00
12/22/2020	Jorge Marchand	Communication [REDACTED] [REDACTED]	0.20	175.00	35.00
12/22/2020	Jorge Marchand	Communication [REDACTED] [REDACTED]	0.20	175.00	35.00

12/23/2020	Ferdinand Díaz	Media monitoring for news and articles related to the ORC.	0.30	125.00	37.50
12/23/2020	Ferdinand Díaz	Communication with ORC members, to share an article [REDACTED]	0.10	125.00	12.50
12/23/2020	Jorge Marchand	Work with the MICS team on content development and revisions, for publication on the ORC digital platforms.	0.50	175.00	87.50
12/23/2020	María Schell	Work with the MICS team on content development and revisions, for publication on the ORC digital platforms.	0.50	110.00	55.00
12/28/2020	Jorge Marchand	Work with the MICS team on content revisions and edits, for publication on the ORC digital platforms.	0.40	175.00	70.00
12/28/2020	María Schell	Work with the MICS team on content revisions and edits, for publication on the ORC digital platforms.	0.40	110.00	44.00
12/28/2020	Jorge Marchand	Media monitoring for news and articles related to the ORC.	0.30	175.00	52.50
12/29/2020	Jorge Marchand	Communication with COR member Juan Ortiz, and the MICS and BENNAZAR teams, in preparation for the meeting/presentation [REDACTED].	0.30	175.00	52.50
			<u>86.60</u>		<u>11,523.00</u>

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	1.80	125.00	225.00
Jorge Marchand	34.60	175.00	6,055.00
Male Noguera	18.60	95.00	1,767.00
María Schell	31.60	110.00	3,476.00
	<u>86.60</u>		<u>11,523.00</u>

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)
Professional Services for the Period from December 1 to December 31, 2020

Detail of Content and Material Development for the Media Platforms and Media Management

Date	Staff	Description	Hours	Rate	Value (\$)
12/1/2020	Male Noguera	Facebook page conversation management and monitoring.	1.90	95.00	180.50
12/1/2020	Male Noguera	Check COR's email platform and manage emails received.	0.50	95.00	47.50
12/2/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
12/2/2020	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.60	95.00	57.00
12/3/2020	Male Noguera	Facebook page conversation management and monitoring.	0.80	95.00	76.00
12/3/2020	Male Noguera	Upload seven court motions to webpage.	0.50	95.00	47.50
12/4/2020	Male Noguera	Facebook page conversation management and monitoring.	0.80	95.00	76.00
12/4/2020	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.50	95.00	47.50
12/5/2020	Male Noguera	Facebook page conversation management and monitoring.	0.10	95.00	9.50
12/6/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
12/7/2020	Male Noguera	Edit and upload question and answer on the Agreement page on the COR's website.	0.30	95.00	28.50
12/7/2020	Male Noguera	Facebook page conversation management and monitoring.	1.30	95.00	123.50
12/7/2020	Male Noguera	Design Facebook video post with audio prepared by radio station to announced the return of the COR's radio show on January 14, and to send users to the website to listen to the previous recordings.	2.30	95.00	218.50
12/8/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
12/8/2020	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.60	95.00	57.00
12/9/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
12/9/2020	Male Noguera	Design image for email drop to be sent to registers to promote listening to the recordings of radio show on the website.	0.30	95.00	28.50
12/9/2020	Male Noguera	Design and send email to registers to promote listening to the recordings of radio show on the website.	0.40	95.00	38.00
12/9/2020	Male Noguera	Create new content for holidays celebrations: image search, text and design.	2.20	95.00	209.00
12/10/2020	Male Noguera	Facebook page conversation management and monitoring.	0.70	95.00	66.50
12/10/2020	Male Noguera	Validate new changes to calculator requested to Segal: button, change in color, clickable annual details section.	0.30	95.00	28.50
12/11/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
12/12/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
12/13/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
12/14/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
12/14/2020	Male Noguera	Facebook posting (and image text revision)	0.20	95.00	19.00
12/14/2020	Male Noguera	Content creation: image search and design.	0.70	95.00	66.50
12/15/2020	Male Noguera	Facebook page conversation management and monitoring.	0.70	95.00	66.50
12/15/2020	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	2.50	95.00	237.50
12/16/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
12/17/2020	Male Noguera	Facebook page conversation management and monitoring.	0.70	95.00	66.50
12/18/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
12/19/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
12/20/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
12/21/2020	Male Noguera	Facebook page conversation management and monitoring.	0.70	95.00	66.50
12/21/2020	Male Noguera	Revise post text and format on image according to changes discuss with the MICS team, before posting it on Facebook.	0.40	95.00	38.00

12/21/2020	Male Noguera	Facebook page posting.	0.20	95.00	19.00
12/22/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
12/23/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
12/24/2020	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
12/24/2020	Male Noguera	Facebook posting and post promotion boost.	0.30	95.00	28.50
12/25/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
12/26/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
12/27/2020	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
12/27/2020	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.40	95.00	38.00
12/28/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
12/28/2020	Male Noguera	Facebook post creation: stock image search and design (two options to choose), plus revisions requested.	1.10	95.00	104.50
12/29/2020	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
12/30/2020	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
12/31/2020	Male Noguera	Facebook posting and promotion boost.	0.20	95.00	19.00
12/31/2020	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
			<u>30.70</u>		<u>2,916.50</u>

Fee Summary:	Hours	Rate	Value (\$)
Ferdinand Díaz	-	125.00	-
Jorge Marchand	-	175.00	-
Male Noguera	30.70	95.00	2,916.50
María Schell	-	110.00	-
	<u>30.70</u>		<u>2,916.50</u>

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)

Professional Services for the Period from January 1 to January 31, 2021

Detail of Conference Calls and Project Meetings

Date	Staff	Description	Hours	Rate	Value (\$)
1/4/2021	Ferdinand Díaz	First status meeting of the year with the MICS team, to discuss the project status and update the communications plan for the year 2021; revise the presentation for third party stakeholders; discuss and analyze digital platforms questions and comments; analyze calculator metrics report, and the Google Ads metrics report.	1.50	125.00	187.50
1/4/2021	Jorge Marchand	First status meeting of the year with the MICS team, to discuss the project status and update the communications plan for the year 2021; revise the presentation for third party stakeholders; discuss and analyze digital platforms questions and comments; analyze calculator metrics report, and the Google Ads metrics report.	1.50	175.00	262.50
1/4/2021	Male Noguera	First status meeting of the year with the MICS team, to discuss the project status and update the communications plan for the year 2021; revise the presentation for third party stakeholders; discuss and analyze digital platforms questions and comments; analyze calculator metrics report, and the Google Ads metrics report.	1.50	95.00	142.50
1/4/2021	María Schell	First status meeting of the year with the MICS team, to discuss the project status and update the communications plan for the year 2021; revise the presentation for third party stakeholders; discuss and analyze digital platforms questions and comments; analyze calculator metrics report, and the Google Ads metrics report.	1.50	110.00	165.00
1/8/2021	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss content for the radio program (will resume on 1/14/2021). Discuss strategy for presentations [REDACTED] [REDACTED] [REDACTED]	0.80	175.00	140.00
1/8/2021	Male Noguera	Conference call with the MICS and Bennazar teams, to discuss content for the radio program (will resume on 1/14/2021). Discuss strategy for presentations [REDACTED] [REDACTED] [REDACTED]	0.80	95.00	76.00
1/8/2021	María Schell	Conference call with the MICS and Bennazar teams, to discuss content for the radio program (will resume on 1/14/2021). Discuss strategy for presentations [REDACTED] [REDACTED] [REDACTED]	0.80	110.00	88.00
1/8/2021	Jorge Marchand	Conference call with the MICS team, to discuss and answer recent questions received through the ORC digital platforms.	0.50	175.00	87.50

1/8/2021	Male Noguera	Conference call with the MICS team, to discuss and answer recent questions received through the ORC digital platforms.	0.50	95.00	47.50
1/8/2021	María Schell	Conference call with the MICS team, to discuss and answer recent questions received through the ORC digital platforms.	0.50	110.00	55.00
1/11/2021	Jorge Marchand	Participate on the professionals team weekly status conference call.	0.80	175.00	140.00
1/11/2021	María Schell	Participate on the professionals team weekly status conference call.	0.80	110.00	88.00
1/11/2021	Jorge Marchand	Conference call with the Bennazar team, to discuss about the upcoming meeting [REDACTED]	0.80	175.00	140.00
1/11/2021	Jorge Marchand	Conference call with the MICS team, to discuss [REDACTED] [REDACTED] [REDACTED] [REDACTED]	0.30	175.00	52.50
1/11/2021	María Schell	Conference call with the MICS team, to discuss [REDACTED] [REDACTED] [REDACTED] [REDACTED]	0.30	110.00	33.00
1/12/2021	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss details about the upcoming COR meeting.	0.40	175.00	70.00
1/12/2021	María Schell	Conference call with the MICS and Bennazar teams, to discuss details about the upcoming COR meeting.	0.40	110.00	44.00
1/13/2021	Jorge Marchand	Conference call with Pedro Adrover, from the NotiUno radio team, to discuss about the radio program ads update.	0.40	175.00	70.00
1/13/2021	Jorge Marchand	Conference call/meeting [REDACTED] [REDACTED] [REDACTED]	0.60	175.00	105.00
1/14/2021	Jorge Marchand	Conference call and planning session with the MICS team, to discuss communications strategies for the year 2021; discuss: [REDACTED] [REDACTED] [REDACTED]. Discuss Google ads strategies, calculator evolution strategies, and review content of the presentation [REDACTED] [REDACTED]	3.50	175.00	612.50
1/14/2021	Male Noguera	Conference call and planning session with the MICS team, to discuss communications strategies for the year 2021; discuss: [REDACTED] [REDACTED] [REDACTED]. Discuss Google ads strategies, calculator evolution strategies, and review content of the presentation [REDACTED] [REDACTED]	3.50	95.00	332.50
1/14/2021	María Schell	Conference call and planning session with the MICS team, to discuss communications strategies for the year 2021; discuss: [REDACTED] [REDACTED] [REDACTED]. Discuss Google ads strategies, calculator evolution strategies, and review content of the presentation [REDACTED] [REDACTED]	3.50	110.00	385.00
1/14/2021	María Schell	Conference call with Francisco del Castillo, to discuss presentation to third party stakeholders and the radio program #40.	0.80	110.00	88.00

1/15/2021	Jorge Marchand	Conference call with the MICS team, to discuss details in preparation for the upcoming COR meeting.	0.20	175.00	35.00
1/15/2021	María Schell	Conference call with the MICS team, to discuss details in preparation for the upcoming COR meeting.	0.20	110.00	22.00
1/15/2021	Jorge Marchand	Conference call with the MICS and Bennazar teams, and COR members Carmen Núñez and Miguel Fabre, in preparation for the upcoming COR meeting.	0.50	175.00	87.50
1/15/2021	María Schell	Conference call with the MICS and Bennazar teams, and COR members Carmen Núñez and Miguel Fabre, in preparation for the upcoming COR meeting.	0.50	110.00	55.00
1/15/2021	María Schell	Conference call with Francisco del Castillo, to discuss about the presentation to COR members on the upcoming meeting.	1.30	110.00	143.00
1/15/2021	Male Noguera	Conference call with the MICS team, to discuss final revisions to the presentation to third parties.	0.30	95.00	28.50
1/15/2021	María Schell	Conference call with the MICS team, to discuss final revisions to the presentation to third parties.	0.30	110.00	33.00
1/18/2021	Jorge Marchand	Conference call with the MICS and Bennazar teams, to revise the content for the presentation to third parties.	0.50	175.00	87.50
1/18/2021	María Schell	Conference call with the MICS and Bennazar teams, to revise the content for the presentation to third parties.	0.50	110.00	55.00
1/18/2021	Jorge Marchand	Conference call with the MICS team, to discuss about the presentation to COR members and the meeting.	0.40	175.00	70.00
1/18/2021	María Schell	Conference call with the MICS team, to discuss about the presentation to COR members and the meeting.	0.40	110.00	44.00
1/18/2021	María Schell	Conference call with Francisco del Castillo from the Bennazar team, to discuss and revise the presentation to COR members.	0.30	110.00	33.00
1/18/2021	Male Noguera	Conference call with the MICS team, to discuss new content and design revisions to the presentation to third party groups.	0.90	95.00	85.50
1/18/2021	María Schell	Conference call with the MICS team, to discuss new content and design revisions to the presentation to third party groups.	0.90	110.00	99.00
1/19/2021	Jorge Marchand	Participate on the weekly status professionals conference call.	0.80	175.00	140.00
1/19/2021	María Schell	Participate on the weekly status professionals conference call.	0.80	110.00	88.00
1/19/2021	Jorge Marchand	Conference call with the MICS team, to revise post for publication on the ORC digital platforms, and approve [REDACTED].	0.40	175.00	70.00
1/19/2021	Male Noguera	Conference call with the MICS team, to revise post for publication on the ORC digital platforms, and approve [REDACTED].	0.40	95.00	38.00
1/19/2021	Jorge Marchand	Conference call with the MICS team, to discuss and analyze pension calculator statistics and decrease in participation.	0.50	175.00	87.50
1/19/2021	Male Noguera	Conference call with the MICS team, to discuss and analyze pension calculator statistics and decrease in participation.	0.50	95.00	47.50
1/20/2021	Jorge Marchand	Conference call with the MICS team, to discuss about the calculator and Google Ads metrics and statistics.	0.50	175.00	87.50
1/20/2021	Male Noguera	Conference call with the MICS team, to discuss about the calculator and Google Ads metrics and statistics.	0.50	95.00	47.50

1/20/2021	Jorge Marchand	Conference call the Bennazar team, to discuss and analyze the meeting [REDACTED]	0.30	175.00	52.50
1/20/2021	Jorge Marchand	Conference call with COR member Carmen Núñez, to discuss and analyze the meeting [REDACTED].	0.80	175.00	140.00
1/20/2021	Jorge Marchand	Conference call with the MICS and Bennazar teams, in preparation for the radio program recording.	0.30	175.00	52.50
1/20/2021	María Schell	Conference call with the MICS and Bennazar teams, in preparation for the radio program recording.	0.30	110.00	33.00
1/20/2021	Jorge Marchand	Conference call [REDACTED] to coordinate a meeting, as part of the third party presentations schedule.	0.50	175.00	87.50
1/21/2021	Jorge Marchand	Conference call with the MICS and Bennazar team, to discuss about the radio program recording #41, to be aired on 1/28/2021.	0.70	175.00	122.50
1/21/2021	María Schell	Conference call with the MICS and Bennazar team, to discuss about the radio program recording #41, to be aired on 1/28/2021.	0.70	110.00	77.00
1/21/2021	Male Noguera	Conference call with the MICS team, to discuss the schedule for the next Google Ads meeting, topics for next meeting with COR members, and changes to the Facebook platform (focus on Groups, algorithm).	0.70	95.00	66.50
1/21/2021	María Schell	Conference call with the MICS team, to discuss the schedule for the next Google Ads meeting, topics for next meeting with COR members, and changes to the Facebook platform (focus on Groups, algorithm).	0.70	110.00	77.00
1/21/2021	Jorge Marchand	Status conference call with COR member and vice president Carmen Núñez, to present and review status of projects, COR's communication plan, and receive input.	1.40	175.00	245.00
1/22/2021	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss the Google Ads campaign strategy, and coordinate meeting with Ana and Amy Timmons from FTI to discuss the results; Plan of Adjustment and Fiscal Plan calendar dates announced; next radio show script.	0.70	175.00	122.50
1/22/2021	Male Noguera	Conference call with the MICS and Bennazar teams, to discuss the Google Ads campaign strategy, and coordinate meeting with Ana and Amy Timmons from FTI to discuss the results; Plan of Adjustment and Fiscal Plan calendar dates announced; next radio show script.	0.70	95.00	66.50
1/22/2021	María Schell	Conference call with the MICS and Bennazar teams, to discuss the Google Ads campaign strategy, and coordinate meeting with Ana and Amy Timmons from FTI to discuss the results; Plan of Adjustment and Fiscal Plan calendar dates announced; next radio show script.	0.70	110.00	77.00
1/25/2021	Jorge Marchand	Conference call with the MICS team, to analyze and review content for media platform posts (11 posts), and discuss Google Ads next steps in preparation for the meeting with FTI and Segal.	1.80	175.00	315.00
1/25/2021	Male Noguera	Conference call with the MICS team, to analyze and review content for media platform posts (11 posts), and discuss Google Ads next steps in preparation for the meeting with FTI and Segal.	1.80	95.00	171.00

1/25/2021	María Schell	Conference call with the MICS team, to analyze and review content for media platform posts (11 posts), and discuss Google Ads next steps in preparation for the meeting with FTI and Segal.	1.80	110.00	198.00
1/25/2021	Jorge Marchand	Conference call with Ana Heeren and Lauren Smotkin from FTI, Amy Timmons from Segal, and the MICS team, to discuss insights and next steps for a third Google Ads campaign.	0.50	175.00	87.50
1/25/2021	Male Noguera	Conference call with Ana Heeren and Lauren Smotkin from FTI, Amy Timmons from Segal, and the MICS team, to discuss insights and next steps for a third Google Ads campaign.	0.50	95.00	47.50
1/25/2021	María Schell	Conference call with Ana Heeren and Lauren Smotkin from FTI, Amy Timmons from Segal, and the MICS team, to discuss insights and next steps for a third Google Ads campaign.	0.50	110.00	55.00
1/25/2021	Jorge Marchand	Conference call with COR vice president Carmen Núñez, to follow up on [REDACTED] presentation, and discuss it's content, bullets and talking points.	0.80	175.00	140.00
1/25/2021	Jorge Marchand	Participate on the meeting [REDACTED]	1.20	175.00	210.00
1/25/2021	Jorge Marchand	Conference call with the MICS team, to discuss about the pension calculator.	0.70	175.00	122.50
1/25/2021	Male Noguera	Conference call with the MICS team, to discuss about the pension calculator.	0.70	95.00	66.50
1/25/2021	Jorge Marchand	Participate on the weekly status professionals conference call.	1.00	175.00	175.00
1/25/2021	María Schell	Participate on the weekly status professionals conference call.	1.00	110.00	110.00
1/26/2021	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss the status on the meeting [REDACTED]; discuss and review agenda for COR's meeting on 2/2/21; work on content post revision on Fiscal Plan and POA definitions, for publication on the ORC digital platforms.	0.40	175.00	70.00
1/26/2021	María Schell	Conference call with the MICS and Bennazar teams, to discuss the status on the meeting [REDACTED] discuss and review agenda for COR's meeting on 2/2/21; work on content post revision on Fiscal Plan and POA definitions, for publication on the ORC digital platforms.	0.40	110.00	44.00
1/26/2021	Jorge Marchand	Conference call with COR vice president Carmen Núñez, to report on project status, and discuss suggested agenda for the 2/2/2021 COR meeting, and receive input regarding COR's presentation where she participated.	1.00	175.00	175.00
1/26/2021	Jorge Marchand	Conference call with COR member Juan Ortiz, to request his participation on the COR presentation [REDACTED].	0.30	175.00	52.50
1/26/2021	Jorge Marchand	Conference call with the MICs team, to discuss about the third party meetings.	0.30	175.00	52.50
1/26/2021	María Schell	Conference call with the MICs team, to discuss about the third party meetings.	0.30	110.00	33.00
1/27/2021	Jorge Marchand	Conference call with the MICS and Bennazar teams, to discuss about the agenda for the upcoming COR meeting, and revise strategy for presentation [REDACTED].	0.70	175.00	122.50

1/27/2021	María Schell	Conference call with the MICS and Bennazar teams, to discuss about the agenda for the upcoming COR meeting, and revise strategy for presentation [REDACTED].	0.70	110.00	77.00
1/27/2021	Jorge Marchand	Conference call with the MICS team, to analyze and discuss [REDACTED] article [REDACTED] with COR members, based on the digital platforms conversation..	0.50	175.00	87.50
1/27/2021	Male Noguera	Conference call with the MICS team, to analyze and discuss [REDACTED] article [REDACTED] also go over topics for the next meeting (Feb. 2) with COR members, based on the digital platforms conversation..	0.50	95.00	47.50
1/27/2021	María Schell	Conference call with the MICS team, to analyze and discuss [REDACTED] article [REDACTED] also go over topics for the next meeting (Feb. 2) with COR members, based on the digital platforms conversation..	0.50	110.00	55.00
1/27/2021	Jorge Marchand	Meeting for presentation [REDACTED], with COR member Juan Ortiz.	1.20	175.00	210.00
1/28/2021	Male Noguera	Video conference call with Ana Heeren and Lauren Smotkin from FTI and the MICS team, to review proposal for a new Google Ads and LinkedIn ads campaign [REDACTED]	0.70	95.00	66.50
1/28/2021	María Schell	Video conference call with Ana Heeren and Lauren Smotkin from FTI and the MICS team, to review proposal for a new Google Ads and LinkedIn ads campaign [REDACTED]	0.70	110.00	77.00
1/29/2021	Male Noguera	Conference call with the MICS team, to discuss comments [REDACTED] and to define next step actions.	0.60	95.00	57.00
1/29/2021	María Schell	Conference call with the MICS team, to discuss comments [REDACTED] and to define next step actions.	0.60	110.00	66.00
1/29/2021	María Schell	Conference call with Francisco del Castillo, to discuss about the radio program script #42.	0.50	110.00	55.00
1/29/2021	Male Noguera	Conference call with the MICS team, to discuss content for the ORC digital platforms.	0.50	95.00	47.50
1/29/2021	María Schell	Conference call with the MICS team, to discuss content for the ORC digital platforms.	0.50	110.00	55.00
1/29/2021	Jorge Marchand	Meeting [REDACTED] for the COR third party presentation.	1.50	175.00	262.50
1/29/2021	Jorge Marchand	Conference call with the MICS team, to discuss on the FOMB meeting and strategy for COR members, and analyze the highlights of the FOMB public meeting.	0.40	175.00	70.00
1/29/2021	María Schell	Conference call with the MICS team, to discuss on the FOMB meeting and strategy for COR members, and analyze the highlights of the FOMB public meeting.	0.40	110.00	44.00
			71.60	9,640.50	

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	1.50	125.00	187.50
Jorge Marchand	30.40	175.00	5,320.00
Male Noguera	15.60	95.00	1,482.00
María Schell	24.10	110.00	2,651.00
	<u>71.60</u>		<u>9,640.50</u>

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)

Professional Services for the Period from January 1 to January 31, 2021

Detail of Content and Material Development and Project Management

Date	Staff	Description	Hours	Rate	Value (\$)
1/4/2021	Jorge Marchand	Work on content development for the communications plan for the year 2021.	2.30	175.00	402.50
1/4/2021	Jorge Marchand	Communication with the MICS team, to discuss about the updated pension calculator statistics.	0.20	175.00	35.00
1/4/2021	Male Noguera	Work on the Facebook page conversation report, to evaluate comments regarding the most recent post [REDACTED]	0.60	95.00	57.00
1/4/2021	Jorge Marchand	Work on research [REDACTED].	0.80	175.00	140.00
1/5/2021	Ferdinand Diaz	Work on media monitoring for news and articles related to the ORC.	0.30	125.00	37.50
1/5/2021	Ferdinand Diaz	Communication with COR members, to share with an article [REDACTED].	0.10	125.00	12.50
1/5/2021	María Schell	Work on content revisions and edits to the radio program ads.	0.80	110.00	88.00
1/7/2021	María Schell	Work on content development for the radio program script #39.	6.20	110.00	682.00
1/8/2021	María Schell	Work on content development and revisions for various digital platform posts.	2.40	110.00	264.00
1/8/2021	María Schell	Work on content development and revisions for the radio program script #39.	2.60	110.00	286.00
1/8/2021	Jorge Marchand	Work on content development and revisions, for the next radio program script draft.	0.90	175.00	157.50
1/8/2021	Jorge Marchand	Communication with the MICS and Bennazar teams, to discuss about pending tasks and issues.	0.20	175.00	35.00
1/8/2021	Jorge Marchand	Work on content development and revisions, to the answers for recent questions received through the ORC digital platforms.	0.70	175.00	122.50
1/8/2021	Jorge Marchand	Media monitoring on news and articles regarding David Skeel and Arthur Gonzalez appointments to the FOMB.	0.80	175.00	140.00
1/8/2021	Jorge Marchand	Media monitoring and analysis, [REDACTED] view to Governor Pierluisi, about his position on pension cuts.	0.80	175.00	140.00
1/8/2021	Jorge Marchand	Media monitoring and analysis [REDACTED]	0.90	175.00	157.50
1/11/2021	María Schell	Work on content revisions and edits, to the radio program script #39.	1.00	110.00	110.00
1/11/2021	Jorge Marchand	Communication with COR members Miguel Fabre and Carmen Núñez, to discuss about the upcoming communications subcommittee meeting, and discuss about new developments [REDACTED]	0.80	175.00	140.00
1/11/2021	Jorge Marchand	Work on media monitoring [REDACTED]	0.70	175.00	122.50

1/11/2021	Jorge Marchand	Media monitoring for news and articles related to the ORC.	1.00	175.00	175.00
1/11/2021	Jorge Marchand	Work with the MICS team on content development, [REDACTED] [REDACTED] [REDACTED]	0.80	175.00	140.00
1/11/2021	Jorge Marchand	Communication with the MICS and Bennazar teams, and COR members Miguel Fabre and Carmen Núñez, [REDACTED] [REDACTED]	1.40	175.00	245.00
1/11/2021	Jorge Marchand	Communication with all COR members, [REDACTED] [REDACTED]	0.30	175.00	52.50
1/11/2021	María Schell	Communication with all COR members, [REDACTED] [REDACTED]	0.30	110.00	33.00
1/11/2021	Jorge Marchand	Work on content revisions to the draft script for the radio program that will resume on 1/14/2021.	0.50	175.00	87.50
1/12/2021	María Schell	Work on content development for the letter to be sent [REDACTED] [REDACTED]	0.60	110.00	66.00
1/12/2021	Jorge Marchand	Communication with the MICS team, to discuss about recent comments received through the ORC digital platforms.	0.30	175.00	52.50
1/12/2021	Jorge Marchand	Work on content development, to prepare a suggested agenda for the upcoming COR meeting on 1/18/2020.	0.40	175.00	70.00
1/12/2021	Jorge Marchand	Communication with COR's president, Miguel Fabre, to discuss about the suggested agenda for the upcoming COR meeting on 1/18/2020.	0.20	175.00	35.00
1/13/2021	Jorge Marchand	Communication [REDACTED] [REDACTED] to coordinate a meeting with COR members.	0.50	175.00	87.50
1/13/2021	Jorge Marchand	Preproduction and recording of the radio program #39 (resuming recording schedule 2021).	1.30	175.00	227.50
1/13/2021	Jorge Marchand	Communication with the MICS team, to discuss about the COR's radio program ads update.	0.20	175.00	35.00
1/13/2021	Jorge Marchand	Work with the MICS team, reviewing COR's radio promos and ads (used on pauses between segments during the radio program transmissions), to determine which ones need to be updated, and to write a new and current message.	0.80	175.00	140.00
1/13/2021	Male Noguera	Work with the MICS team, reviewing COR's radio promos and ads (used on pauses between segments during the radio program transmissions), to determine which ones need to be updated, and to write a new and current message.	0.80	95.00	76.00
1/13/2021	Jorge Marchand	Work on content revisions, to the suggested agenda for the upcoming COR meeting on 1/18/2020.	0.20	175.00	35.00
1/13/2021	Jorge Marchand	Communication with Miguel Fabre, to discuss approval and obtain signature on the letter [REDACTED] [REDACTED]	0.10	175.00	17.50
1/13/2021	Jorge Marchand	Communication [REDACTED] [REDACTED], to send letter on behalf of Miguel Fabre, president of the ORC.	0.40	175.00	70.00
1/13/2021	María Schell	Work on content development, for the communication [REDACTED]	0.50	110.00	55.00

1/13/2021	Male Noguera	Work on content analysis and revision of five automatized emails that are sent to users registered on the webpage, revise and edit according to the COR's information strategy for 2021.	0.70	95.00	66.50
1/13/2021	Male Noguera	Analyze website and Google Ads metrics on the Google Analytics platform, to evaluate and compare the performance of the Google and Facebook Ads campaigns during the past month.	1.20	95.00	114.00
1/14/2021	María Schell	Work on content editing to the presentation for third party stakeholders.	0.50	110.00	55.00
1/14/2021	María Schell	Communication with all COR members, to update on communications.	0.30	110.00	33.00
1/14/2021	Jorge Marchand	Communication with Héctor Mayol, from the Bennazar team, to discuss details for the upcoming COR meeting on 1/18/2021.	0.10	175.00	17.50
1/14/2021	Jorge Marchand	Communication with all COR members, to share the agenda and link for the upcoming meeting on 1/18/2021.	0.20	175.00	35.00
1/14/2021	Jorge Marchand	Work on content revisions to the presentation to members of the legislature, and discuss issue about the debt audit request.	0.80	175.00	140.00
1/15/2021	Jorge Marchand	Work with the MICS team on content revisions to the presentation to third party stakeholders.	0.50	175.00	87.50
1/15/2021	Male Noguera	Work on updates to the presentation for [REDACTED], according to new revisions.	1.20	95.00	114.00
1/15/2021	María Schell	Work on content edits and revisions to the presentation for third party stakeholders.	0.60	110.00	66.00
1/15/2021	Jorge Marchand	Communication with the MICS and NotiUno teams, regarding the recording of new ads to be played between segments of the radio program transmission.	0.40	175.00	70.00
1/15/2021	María Schell	Work on content edits and revisions to the radio program ads.	0.40	110.00	44.00
1/15/2021	Male Noguera	Revise and send radio show capsules for final evaluation by the MICS team.	0.50	95.00	47.50
1/15/2021	Jorge Marchand	Communication with the Bennazar and MICS teams, to discuss details about the upcoming COR meeting.	0.20	175.00	35.00
1/15/2021	Jorge Marchand	Follow up communication with all COR members, to confirm participation on the upcoming COR meeting.	1.20	175.00	210.00
1/16/2021	María Schell	Work on content development for the radio program script #40.	3.20	110.00	352.00
1/18/2021	Jorge Marchand	Communication with all COR members to notify on the cancelled/rescheduled COR meeting.	0.80	175.00	140.00
1/18/2021	María Schell	Communication with COR regarding the meeting.	0.50	110.00	55.00
1/18/2021	Jorge Marchand	Communication with the MICS and Bennazar teams, to reschedule COR meeting 2/2/2021.	0.60	175.00	105.00
1/18/2021	Jorge Marchand	Media monitoring [REDACTED].	0.50	175.00	87.50
1/18/2021	Jorge Marchand	Communication with the MICS and Bennazar teams, [REDACTED] on [REDACTED] radio program, [REDACTED].	0.40	175.00	70.00
1/18/2021	Jorge Marchand	Work with the MICS team to discuss and coordinate meeting of COR members [REDACTED].	0.60	175.00	105.00

1/18/2021	Jorge Marchand	Communication with COR president Miguel Fabre, to discuss details about the radio program recording.	0.20	175.00	35.00
1/18/2021	Jorge Marchand	Work with the MICS team and COR member Juan Ortiz (host), to discuss details on the radio program #40.	0.70	175.00	122.50
1/18/2021	María Schell	Work on content development for the radio show script #40.	3.20	110.00	352.00
1/18/2021	Jorge Marchand	Follow up communication [REDACTED], to coordinate a meeting with COR members, and share brief information on the nature and purpose of the COR.	0.40	175.00	70.00
1/18/2021	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.70	175.00	122.50
1/18/2021	Jorge Marchand	Communication with all COR members, to share related news and articles.	0.20	175.00	35.00
1/18/2021	Jorge Marchand	Work with the MICS team on additional content revisions to the presentation to third party stakeholders.	0.30	175.00	52.50
1/18/2021	María Schell	Work on additional content revisions to the presentation to third party stakeholders.	0.80	110.00	88.00
1/18/2021	Male Noguera	Redesign printout presentation according to new requests by the local legal team.	2.00	95.00	190.00
1/18/2021	Jorge Marchand	Follow up communication with Pedro Adrover, from the NotiUno team, regarding the recording of new ads for the radio program segments.	0.30	175.00	52.50
1/19/2021	Jorge Marchand	Work on content revisions and edits to the radio program script #40.	0.60	175.00	105.00
1/19/2021	María Schell	Work on content development and edits to the radio program script #40.	1.50	110.00	165.00
1/19/2021	María Schell	Work on media monitoring and translation of COR related news articles, for distribution to the US professionals team.	1.60	110.00	176.00
1/19/2021	Jorge Marchand	Communication with the MICS and FTI teams, to discuss about the metrics and performance of the Google ads campaign.	0.30	175.00	52.50
1/19/2021	Jorge Marchand	Work with the MICS team on content development and revisions to the letter to be sent [REDACTED] on behalf of Miguel Fabre.	0.30	175.00	52.50
1/19/2021	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.40	175.00	70.00
1/19/2021	Jorge Marchand	Communication with the MICS team, to discuss about [REDACTED] article.	0.30	175.00	52.50
1/20/2021	Jorge Marchand	Communication with the MICS and Bennazar teams, to discuss details about the presentations [REDACTED]	0.10	175.00	17.50
1/20/2021	Jorge Marchand	Radio Program #40 pre production and recording.	1.50	175.00	262.50
1/20/2021	Jorge Marchand	Follow up communication [REDACTED] to discuss details on the upcoming Zoom meeting, for the third party presentation.	0.20	175.00	35.00
1/20/2021	Jorge Marchand	Work on follow up [REDACTED] to coordinate meeting with COR members.	0.90	175.00	157.50
1/20/2021	Jorge Marchand	Work on research and communication [REDACTED]	1.40	175.00	245.00
1/21/2021	María Schell	Work on content development and revisions to the letter f [REDACTED]	0.60	110.00	66.00
1/21/2021	María Schell	Work on content revisions and edits to the presentation by the Bennazar team.	1.00	110.00	110.00

1/21/2021	Jorge Marchand	Follow up [REDACTED] [REDACTED] to coordinate a meeting with COR members.	0.50	175.00	87.50
1/21/2021	Jorge Marchand	Follow up [REDACTED] [REDACTED] to coordinate a meeting with COR members.	0.40	175.00	70.00
1/21/2021	Jorge Marchand	Follow up communication to coordinate COR presentation meeting [REDACTED].	0.50	175.00	87.50
1/21/2021	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.60	175.00	105.00
1/21/2021	Jorge Marchand	Communication with the MICS team, to discuss about [REDACTED] [REDACTED] article [REDACTED] [REDACTED]	0.30	175.00	52.50
1/21/2021	Jorge Marchand	Follow up communication [REDACTED] [REDACTED], to coordinate a meeting with COR members.	0.30	175.00	52.50
1/21/2021	Male Noguera	Work on the recent posts conversation report to MICS team.	0.50	95.00	47.50
1/22/2021	María Schell	Work on content development and revisions to the radio program script #41.	2.80	110.00	308.00
1/22/2021	Jorge Marchand	Communication with COR's president Miguel Fabre, to discuss and obtain approval and signing of the letter [REDACTED] [REDACTED]	0.30	175.00	52.50
1/22/2021	Jorge Marchand	Communication with the MICS and Bennazar teams, to discuss about the upcoming presentation [REDACTED] as well as logistics details for the upcoming presentations.	0.40	175.00	70.00
1/22/2021	Jorge Marchand	Work on content development, for the agenda of the ORC meeting on 2/2/21.	0.40	175.00	70.00
1/22/2021	Jorge Marchand	Communication and direct follow up with all COR members, regarding the upcoming 2/2/21 meeting.	0.90	175.00	157.50
1/23/2021	María Schell	Work on media monitoring for news and articles related to the ORC.	0.40	110.00	44.00
1/24/2021	María Schell	Work on media monitoring for news and articles related to the ORC.	0.60	110.00	66.00
1/25/2021	María Schell	Work on content development for the radio show script #41.	4.50	110.00	495.00
1/25/2021	Jorge Marchand	Work on content revisions and edits to the radio program script.	0.60	175.00	105.00
1/25/2021	Jorge Marchand	Communication with the MICS and Bennazar teams, and COR members Miguel Fabre and Carmen Núñez, to the status of upcoming third party presentations.	0.40	175.00	70.00
1/25/2021	Jorge Marchand	Follow up communication [REDACTED] [REDACTED], to coordinate Zoom meetings for the COR presentation.	0.70	175.00	122.50
1/25/2021	Jorge Marchand	Work on content revisions to the radio program script.	0.40	175.00	70.00
1/25/2021	Jorge Marchand	Work on media monitoring for news and articles related to the ORC.	0.80	175.00	140.00
1/25/2021	Jorge Marchand	Communication with the MICS team, to discuss and analyze article [REDACTED] [REDACTED] [REDACTED] [REDACTED]	0.60	175.00	105.00

1/25/2021	Jorge Marchand	Communication [REDACTED] to send letter on behalf of Miguel Fabre, COR president.	0.50	175.00	87.50
1/25/2021	Jorge Marchand	Follow up to coordinate a meeting [REDACTED] with COR members.	0.40	175.00	70.00
1/26/2021	María Schell	Work on content development for the letter [REDACTED]	2.90	110.00	319.00
1/26/2021	Jorge Marchand	Work with the MICS and Bennazar teams, on content development and revisions to the letter [REDACTED] requesting a meeting with COR members.	0.70	175.00	122.50
1/26/2021	María Schell	Work on content development for the radio program script.	1.00	110.00	110.00
1/26/2021	Male Noguera	Revisions to new Facebook content according to what was discussed in meeting with MICS team.	0.30	95.00	28.50
1/26/2021	Jorge Marchand	Work with the MICS team, to discuss final revisions to a post for publication on the ORC digital platforms.	0.50	175.00	87.50
1/26/2021	Jorge Marchand	Communication with COR members Miguel Fabre and Carmen Núñez, to report on the letter prepared to request a meeting [REDACTED]	0.30	175.00	52.50
1/26/2021	Jorge Marchand	Follow up [REDACTED] to reschedule the COR presentation meeting.	0.30	175.00	52.50
1/26/2021	Jorge Marchand	Follow up to coordinate meeting [REDACTED]	0.30	175.00	52.50
1/26/2021	Jorge Marchand	Media monitoring for news and articles related to the ORC.	0.60	175.00	105.00
1/26/2021	Jorge Marchand	Communication with the MICS team, to analyze and discuss on the article [REDACTED]	0.40	175.00	70.00
1/26/2021	Jorge Marchand	Communication with the MICS team, about the material to be discussed on the upcoming COR meeting on 2/2/2021.	0.20	175.00	35.00
1/26/2021	Jorge Marchand	Communication [REDACTED] to coordinate COR presentation meeting, with the participation of COR member Juan Ortiz.	0.60	175.00	105.00
1/26/2021	Male Noguera	Prepare and send document with key gaining insights from the Google Ads campaign #2 to be used for the strategy of next campaign.	0.50	95.00	47.50
1/27/2021	María Schell	Work on the translation of FTI's presentation to COR members, for the upcoming meeting.	3.60	110.00	396.00
1/27/2021	Jorge Marchand	Work with the MICS team, to review the final communications team presentation.	1.00	175.00	175.00
1/27/2021	Jorge Marchand	Work with the MICS team on final revisions to the short version of the third party presentation.	0.50	175.00	87.50
1/27/2021	Jorge Marchand	Media monitoring for news and articles related to the ORC.	0.60	175.00	105.00
1/27/2021	Jorge Marchand	Follow up on COR member Juan Ortiz, in preparation for his participation on the presentation [REDACTED]	0.20	175.00	35.00
1/27/2021	Jorge Marchand	Radio program pre production and recording #41, with COR member Carmen Núñez.	1.50	175.00	262.50
1/27/2021	Jorge Marchand	Follow up on the requested meeting [REDACTED]	0.30	175.00	52.50
1/27/2021	Jorge Marchand	Follow up on to reschedule the presentation meeting [REDACTED]	0.20	175.00	35.00
1/27/2021	Jorge Marchand	Work with the MICS and Bennazar teams, to revise the agenda for the 2/2/2021 COR meeting.	0.40	175.00	70.00

1/28/2021	María Schell	Work on revisions to the translation for the FTI presentation to COR.	0.30	110.00	33.00
1/28/2021	María Schell	Work on content revisions and edits to Francisco del Castillo presentation to COR members on the upcoming meeting.	0.80	110.00	88.00
1/28/2021	Jorge Marchand	Work on content development for the talking points and agenda for COR's meeting on 2/2/2021.	0.90	175.00	157.50
1/28/2021	Male Noguera	Research and analyze the conversation active on Facebook, email and webpage during the past trimester to present it to COR members on the next meeting (Feb. 2).	3.00	95.00	285.00
1/28/2021	Jorge Marchand	Work on content revisions to the presentation [REDACTED] [REDACTED] Finalize meeting coordination.	0.50	175.00	87.50
1/28/2021	Jorge Marchand	Follow up communication to confirm COR's presentation [REDACTED] [REDACTED]	0.20	175.00	35.00
1/29/2021	Jorge Marchand	Media monitoring to the FOMB's public meeting.	3.00	175.00	525.00
1/29/2021	María Schell	Media monitoring to the FOMB's public meeting.	3.00	110.00	330.00
1/29/2021	María Schell	Work on content development for the radio show script #42.	1.00	110.00	110.00
1/29/2021	Jorge Marchand	Media monitoring for news and articles related to the ORC.	0.60	175.00	105.00
1/29/2021	Jorge Marchand	Work on final edits and revisions to the presentation [REDACTED] [REDACTED]	0.70	175.00	122.50
1/30/2021	María Schell	Content development for the radio program script.	4.30	110.00	473.00
			121.60		16,859.00

<u>Fee Summary:</u>	<u>Hours</u>	<u>Rate</u>	<u>Value (\$)</u>
Ferdinand Díaz	0.40	125.00	50.00
Jorge Marchand	56.10	175.00	9,817.50
Male Noguera	11.30	95.00	1,073.50
María Schell	53.80	110.00	5,918.00
	121.60		16,859.00

Marchand ICS Group

Client: Official Retiree Committee, in the Commonwealth of Puerto Rico (ORC/COR)

Professional Services for the Period from January 1 to January 31, 2021

Detail of Content and Material Development for the Media Platforms and Media Management

Date	Staff	Description	Hours	Rate	Value (\$)
1/1/2021	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
1/2/2021	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
1/3/2021	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
1/4/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/4/2021	Male Noguera	Check COR's messages form on webpage and manage questions and comments received.	0.30	95.00	28.50
1/5/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/5/2021	Male Noguera	Create post to promote the beginning of radio show: text, video search, video post design.	0.80	95.00	76.00
1/6/2021	Male Noguera	Facebook page posting: Epiphany Day celebration.	0.20	95.00	19.00
1/6/2021	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
1/7/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/7/2021	Male Noguera	Design new image to promote radio show according to revisions requested by the MICS team.	0.50	95.00	47.50
1/8/2021	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
1/8/2021	Male Noguera	Reactivate the yearly plan with a multilanguage app for the website (this app allows the website to have two versions, one in Spanish and another one in English).	0.30	95.00	28.50
1/8/2021	Male Noguera	Facebook page posting: Radio show.	0.20	95.00	19.00
1/8/2021	Male Noguera	Boost post: budget, audience and timing selection.	0.10	95.00	9.50
1/8/2021	Male Noguera	Adapt Facebook post to be sent by WhatsApp to COR members.	0.20	95.00	19.00
1/9/2021	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
1/10/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/11/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/11/2021	Male Noguera	Design and send email to registers to promote next radio show: January 14.	0.60	95.00	57.00
1/11/2021	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.40	95.00	38.00
1/12/2021	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
1/12/2021	Male Noguera	Create audio-video post of radio show #23 (economist Juan Lara's participation) to share and promote on Facebook.	0.60	95.00	57.00
1/12/2021	Male Noguera	Post audio-video post on Facebook.	0.20	95.00	19.00
1/12/2021	Male Noguera	Promote audio-video post (select budget, duration and audience).	0.20	95.00	19.00
1/13/2021	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
1/14/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/15/2021	Male Noguera	Facebook page conversation management and monitoring.	0.60	95.00	57.00
1/15/2021	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.20	95.00	19.00
1/15/2021	Male Noguera	Upload radio show #39 to webpage and create new page for 2021 recordings.	0.60	95.00	57.00
1/16/2021	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
1/17/2021	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
1/18/2021	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50

1/18/2021	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.30	95.00	28.50
1/19/2021	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
1/19/2021	Male Noguera	Text and design revisions to unpublished Facebook post.	0.30	95.00	28.50
1/20/2021	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
1/20/2021	Male Noguera	Facebook page posting.	0.20	95.00	19.00
1/20/2021	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.30	95.00	28.50
1/21/2021	Male Noguera	Facebook page conversation management and monitoring.	0.70	95.00	66.50
1/21/2021	Male Noguera	Facebook posting and post promotion boost.	0.20	95.00	19.00
1/22/2021	Male Noguera	Facebook page conversation management and monitoring.	0.20	95.00	19.00
1/22/2021	Male Noguera	Fix error on webpage: Scrib documents (PSA and Term Sheet) weren't showing.	0.40	95.00	38.00
1/22/2021	Male Noguera	New Facebook posts content creation: idea/research, text, stock image search and design.	7.20	95.00	684.00
1/22/2021	Male Noguera	Upload radio show #40 to webpage and write summary text.	0.70	95.00	66.50
1/22/2021	Male Noguera	Compress and send radio show recording #41 to COR members via WhatsApp.	0.30	95.00	28.50
1/23/2021	Male Noguera	Facebook page conversation management and monitoring.	0.10	95.00	9.50
1/24/2021	Male Noguera	Facebook page conversation management and monitoring.	0.30	95.00	28.50
1/25/2021	Male Noguera	Facebook page conversation management and monitoring.	0.70	95.00	66.50
1/25/2021	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.40	95.00	38.00
1/26/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/26/2021	Male Noguera	Facebook page posting.	0.30	95.00	28.50
1/26/2021	Male Noguera	Facebook post promotion boost: audience selection, duration and budget.	0.40	95.00	38.00
1/27/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/28/2021	Male Noguera	Facebook page conversation management and monitoring.	0.40	95.00	38.00
1/29/2021	Male Noguera	Facebook page conversation management and monitoring.	1.20	95.00	114.00
1/29/2021	Male Noguera	Upload radio show #41 to webpage and write summary text.	0.50	95.00	47.50
1/29/2021	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.30	95.00	28.50
1/29/2021	Male Noguera	Upload radio show #41 to webpage and write summary text.	0.50	95.00	47.50
1/29/2021	Male Noguera	Compress and send radio show recording #41 to COR members via WhatsApp.	0.30	95.00	28.50
1/30/2021	Male Noguera	Facebook page conversation management and monitoring.	0.50	95.00	47.50
1/30/2021	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.10	95.00	9.50
1/31/2021	Male Noguera	Check COR's message form on webpage and manage questions and comments received.	0.20	95.00	19.00

30.70

2,916.50

Fee Summary:	Hours	Rate	Value (\$)
Ferdinand Díaz	-	125.00	-
Jorge Marchand	-	175.00	-
Male Noguera	30.70	95.00	2,916.50
María Schell	-	110.00	-
	<u>30.70</u>		<u>2,916.50</u>